

John Bergs
Activities Director
Margot Hansen
Director of Teaching & Learning
Jeff Heine
Buildings & Grounds Director



Chuck Keller
Business Director
Angie Kahle
Student Support Services Director
Dorothy Koller
Community Education Director

REGULAR BOARD MEETING
District Office, 130 South Willow Street, Belle Plaine, MN 56011
6:00 PM Monday, October 29, 2018

Our mission is to pursue excellence in academics, programming, and the social and emotional development of our students. Fostering a culture of kindness, inclusion, and pride in ourselves, our school, and our community.

1. Call to Order:
Time: _____

Members Absent: _____

2. Acknowledgment of Visitors and Special Presentations:

3. Other Items as Brought Before the Board & Consideration of Agenda:

4. Consensus Items: Chair Kahle

1. <u>Previous Board Meeting Minutes:</u>	<u>3</u>
2. <u>Approve Monthly Expenditures:</u>	<u>9</u>
3. <u>Personnel:</u>	<u>52</u>
4. <u>Donations:</u>	<u>53</u>

5. Discussion Items:

1. Superintendent Update: Dr. Laager

1. School Calendar Changes:

2. E-Learning Day Update:

2. Board Member Reports: Board Members

3. Building Administrator Reports: 54

6. Action Items:

1. Assurance of Compliance: Mr. Keller 59

2. MSHSL Grant: 61

3. Policies: Dr. Laager/Mr. Keller 63

7. Upcoming Meetings:

8. Adjourn:

Board Clerk

Date

Minutes of Regular Board Meeting

MINUTES WILL NOT BE APPROVED UNTIL THE NEXT BOARD MEETING

The Board of Belle Plaine Public Schools

A Regular Board Meeting of the Board of Belle Plaine Public Schools was held Monday, September 24, 2018, beginning at 6:00 PM in the District Center - Board Room.

1 Call to Order:

- . Chairperson Kahle will call the meeting to order.

The regular monthly meeting of the Belle Plaine School Board was called to order by Chairperson Kahle on Monday, September 24, 2018 at 6:00 pm at the District Center Board Room with the following members present: Kahle, Keup, Lenz, O'Brien, Morrison and Supt. Laager. The following members were absent: Gregory.

2 Acknowledgment of Visitors and Special Presentations:

- . Chairperson Kahle will ask if visitors wish to be placed on the Agenda.

2. 1. Presley Backpack Program:

Caycie Volek will be present to discuss the successful Presley Backpack Program.

- *Cambria Fundraiser – Raised \$2,700*
- *Money being used for sports fees for families in need*
- *Start collecting supplies in August*
- *Collected 500 backpacks this year*

Presenter: John Bergs

3 Other Items as Brought Before the Board & Consideration of Agenda:

- . Chairperson Kahle will ask if there are any items that need to be brought before the board and for consideration of the Agenda.

Motion by O'Brien and second by Lenz to approve the agenda as presented. Motion carried unanimously.

4 Consensus Items:

- . If any board member has concerns about the adoption of the following consensus items, please acknowledge the Chairperson prior to the final vote. If there are no concerns, these items will be voted on as a group.

Presenter: Chair Kahle

Motion by Keup and second by O'Brien to approve all the following consensus items.

Motion carried unanimously.

4. 1. Previous Board Meeting Minutes:

Enclosed are the August 27, 2018 Regular Board Meeting minutes for your review and adoption.

4. 2. Approve Monthly Expenditures:

At the board finance meeting, expenditures for the month of September were reviewed. Administration recommends approval of the September 2018 disbursements totaling \$920,093.20. This includes board payables of \$340,944.40, hand payments of \$160,883.05, electronic payments of \$418,265.75 and student activity payments of \$0.

4. 3. Personnel:

See the attached Personnel Changes spreadsheet.

4. 4. Donations:

Donations totaling \$3,008.00 were given to the Belle Plaine School District over the

past several months. See the attached resolution for a full listing of the donations. Thank you to all who made these wonderful donations!

Date	Donor	Donation/Gift	Amount
08.13.2018	Schoeppner & Associates	General Support	100.00
08.29.2018	Belle Plaine PTO	Chatfield – 2018 Spring Field Trips	2,860.00
08.21.2018	Theresa Kuhlmann	General Support	48.00

5 Discussion Items:

5. 1. Superintendent Update:

Superintendent Laager will provide updates on current school activities,
Presenter: Dr. Laager

5. 1. 1. Facility Update:

Review facility projects going on around the District as well as the application for the School Safety Grant.

- *Safety Grant - Request submitted to re-configure the entrance at Oak Crest (\$80,000), Smaller requests at other buildings (\$40,000) – Total \$120,000*

5. 1. 2. Activity Bus Update:

Update on the progress of purchasing an Activity Bus.

- *Purchased 14 passenger, 1 driver bus*
- *Looking at a schedule for the bus*

5. 1. 3. Orientation and Back to School Update:

Update on the first week of school.

- *ENVOY – Admin is observing at least two classrooms weekly*
- *3 Administrators are going to training*

5. 1. 4. iPad Rollout:

Review the iPad roll-out for Grades 3-12 for the 2018-19 School Year.

- *Most successful rollout!*
- *Securely – Has analytics so we can see if students need mental health support or other support*

5. 2. Board Member Reports:

Board members will have an opportunity to share information about meetings they have attended over the past month.

Presenter: Board Members

5. 3. Building Administrator Reports:

6 Action Items:

6. 1. 2018 Pay 2019 Preliminary Levy:

The preliminary 2018 Pay 2019 Levy is attached. The overall levy will go down \$205,288.23 or -3.94% from 2017-18. Administration recommends approving the 2018-19 Levy at maximum which means that it cannot be raised by the district before the final levy is certified in December.

Presenter: Mr. Keller

Motion by Morrison and second by Lenz to approve the 2018-19 levy at maximum.

Motion carried unanimously.

6. 2. Change Date of October Business Meeting:

The October 2018 business meeting is currently scheduled for Monday, October 22, 2018. Due to conflicts with a board member, the meeting will be moved to Monday, October 29, 2018. All times will stay the same. Approval of the date change is recommended.

Motion by Morrison and second by Lenz to approve the change of date for the October business meeting from October 22nd to October 29th. Motion carried unanimously.

6. 3. Principal Contract:

The negotiating committee has reached an agreement with the Principals Union for a new contract for the 2018-19 and 2019-20 fiscal years. The details of the settlement are attached, and the changes have been made to the contract. Total increase: Year 1 is \$14,007 (2.39%) and Year 2 \$10,585 (1.77%). Approval of the Principal Contract is recommended.

Presenter: Chairman Kahle

Motion by Keup and second by Lenz to approve the new Principal contracts. Motion carried unanimously.

6. 4. Approve Activity Fundraisers:

Attached is a list of activity account fundraisers for the 2018-19 school year for review. Approval is recommended.

Presenter: Mr. Keller

Motion by O'Brien and second by Lenz to approve the Activity Account fundraisers for the 2018-2019 school year. Motion carried unanimously.

6. 5. Policy Review:

Review of our current policies: Policy 208 - Code of Ethics, Policy 210 - Conflict of Interest - School Board Members, Policy 212 - School Board Member Development and Policy 213 - School Board Committees.

The current policy/form is attached along with the revised red line version.

Presenter: Dr. Laager/Mr. Keller

Motion by Keup and second by O'Brien to approve the revisions on Policy 208 – Code of Ethics, Policy 210 – Conflicts of Interest – School Board Members, Policy 212 – School Board Member Development and Policy 213 – School Board Committees. Motion carried unanimously.

7 Upcoming Meetings:

- | | |
|-----------------------|---------------------------------|
| . September 24th-28th | Homecoming Week |
| October 8, 2018 | 6:00 p.m. Board Work Session |
| October 29, 2018 | 5:30 p.m. Finance Committee |
| | 6:00 p.m. Regular Board Meeting |

8 Adjourn:

- . *Motion by O'Brien and second by Lenz to adjourn at 7:36 pm. Motion carried unanimously.*

Minutes of School Board Work Session

MINUTES WILL NOT BE APPROVED UNTIL THE NEXT BOARD MEETING

The Board of Belle Plaine Public Schools

A School Board Work Session of the Board of Belle Plaine Public Schools was held Monday, October 8, 2018, beginning at 6:00 PM in the District Center - Superintendent's Office.

1. Call to Order:

Chairperson Kahle will call the meeting to order.

The monthly work session meeting of the Belle Plaine School Board was called to order by Chairperson Kahle on Monday, October 8, 2018 at 6:00 pm at the District Center – Superintendent’s Office with the following members present: Kahle, Keup, Lenz, O’Brien, Morrison and Supt. Laager. The following members were absent: Gregory.

2. Action Item:

2. 1. Transportation:

2. 1. 1. Type A-I School Bus:

Attached is a summary of the bus quotes along with the individual quotes. The recommendation is to move forward with the quote from Telin Transportation Group, LLC for \$50,330 + TTL. This is the lowest quote as well as the only V-8 Type A-I that is in stock with the vendors. Matt Saxe Chevrolet Buick had a 15 passenger van available, however this type of van does not meet school bus specifications according to the State Patrol and we would not be able to utilize for transporting students.

There were no used Type A-I buses available and are generally extremely hard to get without being higher in years and mileage.

Presenter: Dr. Laager/Mr. Keller

Motion by Keup and second by Lenz to approve the purchase of a Type A-I School Bus from Telin Transportation Group. Motion carried unanimously.

3. Discussion:

3. 1. Drivers' Education/District Vehicle:

We are exploring some options for purchasing or leasing a vehicle to support Drivers' Education and other District uses. This is a preliminary analysis and some pricing information.

- Drivers Education - \$4,045.28 to lease two cars for the spring and summer
- SPED - Birth-3/OT/Speech - Mileage costs of \$3,000 per year
- Price Options
 - Lease for \$3,378 (15,000 miles) per year
 - Purchase 2016 37,000 \$12,900

Presenter: Dr. Laager/Mr. Keller

3. 2. Assurance of Compliance:

The annual Assurance of Compliance Reporting to MDE is attached. This is the assurances that Belle Plaine Public Schools follows all the applicable State and Federal Laws.

Presenter: Mr. Keller

3. 3. Academic:

- Calendar Changes: Discuss some calendar options for next year.
- Mental Health Update: Update on mental health programs.

Presenter: Dr. Laager

3. 4. State Update:

Presenter: Dr. Laager

3. 4. 1. Safety and Security Grant:

Review the results of State Safety and Security Grant.

Presenter: Dr. Laager/Mr. Keller

3. 4. 2. Property Tax Inequities:

The two largest financial challenges facing school districts are the erosion of the per pupil basic formula revenue intended to provide the basic financial support for education and the growing unfunded cost of mandated special education services. Because of this, Minnesota is spending thousands of dollars less per student in the classroom today than what was spent to educate students in the early 1990s. Given the inability of the state to provide enough state-generated revenue for schools, districts are increasingly going to voters to seek additional revenue needed to maintain programs and meet the growing educational needs of students.

Without significant commercial and industrial development to expand the tax base and lower the overall taxpayer cost, the cost for school levies falls heavily on the local home and small business owners in low-property wealth districts. The high taxpayer cost reduces the amount of revenue local taxpayers can provide to support their local schools.

In the chart attached, the red hatched column is the total erosion of the basic formula since 1991 (\$1,416 per pupil) plus the school district's unfunded portion of providing special education services (varies from \$160 to over \$1800 per pupil). This total is negative as it reduces the district's general education revenue. The black hatched column shows the amount of revenue the district is able to raise through local property taxes, both the board-approved local optional revenue and board-approved and voter-approved operating referendum. The solid column is the difference, which compares the effectiveness of using local property taxes to compensate for inadequate funding. Some districts have been able to maintain funding and are better able to provide quality educational opportunities for their students. Many other districts have experienced a significant loss in revenue and have spent years cutting programming and services for their students.

Presenter: Dr. Laager

3. 5. District Paper and Toner Savings:

We will review some of the savings the District has realized in paper and toner.

Presenter: Dr. Laager/Mr. Keller

3. 6. Policy Review:

Review of our current policies: Policy 205 - Open Meetings and Closed Meetings, Policy 206 - Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations and Policy 211 - Criminal or Civil Action Against School District, School board Member, Employee or Student.

The current policy/form is attached along with the revised red line version.

Presenter: Dr. Laager/Mr. Keller

4. Adjourn:

Motion by O'Brien and second by Morrison to adjourn at 7:31 pm. Motion carried unanimously.

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62315	1021		AIM ELECTRONICS		Check
				E 01	020 292 000 302 530	SCOREBOARDS	\$28,023.00
PO#:	Voucher #:	64285	Invoice	Invoice No:	41285	10/30/2018	Paid Amt: \$28,023.00
							Check Amount: \$28,023.00
0716	SBC	62316	7336		APPLE INC. EDUCATION		Check
				E 01	005 108 000 000 455	KANEX AIRPLAY MIRRORING FOR VGA	\$59.95
				E 01	005 108 000 000 455	BRENTHAVEN EDGE 360 FOR IPAD 10-PACI	\$699.00
PO#: 16896	Voucher #:	64466	Invoice	Invoice No:	6759674603	10/30/2018	Paid Amt: \$758.95
				E 01	005 108 000 000 455	Apple USB Ethernet Adapter	\$58.00
PO#: 17013	Voucher #:	64469	Invoice	Invoice No:	6761556390	10/30/2018	Paid Amt: \$58.00
							Check Amount: \$816.95
0716	SBC	62317	4092		AQUA ENGINEERING		Check
				E 01	020 810 000 000 401	VALVES	\$640.00
PO#:	Voucher #:	64409	Invoice	Invoice No:	87618	10/30/2018	Paid Amt: \$640.00
							Check Amount: \$640.00
0716	SBC	62318	4589		BANC OF AMERICA LEASING		Check
				E 01	010 850 000 302 581	Interest Cap. Lease	\$2,056.09
				E 01	010 850 000 302 580	Elem Op Cap. Principal On Lease	\$6,200.65
PO#:	Voucher #:	64342	Invoice	Invoice No:	113	10/30/2018	Paid Amt: \$8,256.74
							Check Amount: \$8,256.74
0716	SBC	62319	1109		BARNES & NOBLE INC		Check
				E 01	011 203 000 000 401	New 50 Simple Things Kids Can Do to Save the	\$337.20
PO#: 16677	Voucher #:	64340	Invoice	Invoice No:	3718626	10/30/2018	Paid Amt: \$337.20
							Check Amount: \$337.20
0716	SBC	62320	1126		BELLE PLAINE HS ACT FND		Check
				E 04	005 505 000 321 401	Proceeds from Mini Harr/CC	\$516.00
PO#: 17106	Voucher #:	64670	Invoice	Invoice No:	10222018	10/30/2018	Paid Amt: \$516.00
							Check Amount: \$516.00
0716	SBC	62321	4078		BRAINPOP		Check
				E 01	005 630 000 000 406	Subscription Renewal Brainpop Jr	\$1,450.00
PO#: 16761	Voucher #:	64283	Invoice	Invoice No:	US180696	10/30/2018	Paid Amt: \$1,450.00
							Check Amount: \$1,450.00
0716	SBC	62322	4514		BSN Sports		Check
				R 01	020 211 039 000 619	Tiger Decals	\$149.25
				R 01	020 211 039 000 619	Freight	\$5.31
PO#: 16948	Voucher #:	64329	Invoice	Invoice No:	903211458	10/30/2018	Paid Amt: \$154.56
				R 01	020 211 039 000 619	HOMECOMING SHIRTS	\$1,935.10
PO#: 16897	Voucher #:	64330	Invoice	Invoice No:	903148283	10/30/2018	Paid Amt: \$1,935.10

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62322	4514		BSN Sports		Check		
				E 01	020 294 025 000 430	BBB UNIFORMS		\$4,160.64	
	PO#: 16416	Voucher #: 64403		Invoice	Invoice No: 903178169	10/30/2018	Paid Amt:	\$4,160.64	
				E 01	020 211 000 000 430	Medicine Balls/Body Loop Bands		\$459.74	
				E 01	020 211 000 000 430	Freight		\$40.26	
	PO#: 16805	Voucher #: 64464		Invoice	Invoice No: 903193554	10/30/2018	Paid Amt:	\$500.00	
				E 04	005 505 000 321 401	3 - 4 Volleyball Shirts		\$273.51	
	PO#: 16899	Voucher #: 64664		Invoice	Invoice No: 903326374	10/30/2018	Paid Amt:	\$273.51	
							Check Amount:	\$7,023.81	
0716	SBC	62323	7395		CARLY GERBACHER		Check		
				E 01	011 203 000 000 366	MILEAGE - C GERBACHER		\$19.62	
	PO#:	Voucher #: 64652		Invoice	Invoice No: 09282018	10/30/2018	Paid Amt:	\$19.62	
							Check Amount:	\$19.62	
0716	SBC	62324	4702		CDW-G		Check		
				E 01	005 108 000 000 405	MICROSOFT OFFICE FOR MAC STANDARD		\$196.35	
				E 01	005 108 000 000 405	MICROSOFT OFFICE PROFESSIONAL PLUS		\$169.90	
	PO#: 17039	Voucher #: 64651		Invoice	Invoice No: PNB3522	10/30/2018	Paid Amt:	\$366.25	
							Check Amount:	\$366.25	
0716	SBC	62325	1262		CITY OF BELLE PLAINE		Check		
				E 01	011 203 111 000 401	DARE TSHIRTS - REIMBURSE CITY		\$1,129.68	
	PO#:	Voucher #: 64296		Invoice	Invoice No: 00003647	10/30/2018	Paid Amt:	\$1,129.68	
							Check Amount:	\$1,129.68	
0716	SBC	62326	2673		CITY OF ST PETER COMMUNITY ED		Check		
				E 04	005 505 000 321 401	5/6 Volleyball Tournament		\$45.00	
	PO#: 17102	Voucher #: 64665		Invoice	Invoice No: 007	10/30/2018	Paid Amt:	\$45.00	
							Check Amount:	\$45.00	
0716	SBC	62327	7306		COOPERATIVE PURCHASING CONNECTION		Check		
				E 01	010 203 000 000 431	JULY Delivery Options		\$0.00	
				E 01	010 203 000 000 431	W109 8 Pallets (320 Cases), Xerographic		\$2,012.00	
				E 01	011 203 000 000 431	W109 8 Pallets (320 Cases), Xerographic		\$2,012.00	
				E 04	005 505 000 321 402	W109 8 Pallets (320 Cases), Xerographic		\$1,207.20	
				E 01	020 211 000 000 431	W109 8 Pallets (320 Cases), Xerographic		\$2,012.00	
				E 01	030 211 000 000 431	W109 8 Pallets (320 Cases), Xerographic		\$804.80	
				E 01	020 211 000 000 431	C100 CANARY, Pastel 8.5" x 11" 20#		\$35.85	
				E 01	010 203 000 000 431	C100 CANARY, Pastel 8.5" x 11" 20#		\$71.70	
				E 01	011 203 000 000 431	C100 CANARY, Pastel 8.5" x 11" 20#		\$35.85	
				E 01	020 211 000 000 431	C101 BLUE, Pastel 8.5" x 11" 20#		\$35.85	
				E 01	011 203 000 000 431	C101 BLUE, Pastel 8.5" x 11" 20#		\$35.85	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62327	7306		COOPERATIVE PURCHASING CONNECTION		Check
				E 01 010 203 000 000 431	C101 BLUE, Pastel 8.5" x 11" 20#	\$71.70	
				E 01 011 203 000 000 431	C102 PINK, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 010 203 000 000 431	C102 PINK, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 020 211 000 000 431	C106 CHERRY, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 011 203 000 000 431	C106 CHERRY, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 010 203 000 000 431	C106 CHERRY, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 020 211 000 000 431	C107 GREEN, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 010 203 000 000 431	C107 GREEN, Pastel 8.5" x 11" 20#	\$71.70	
				E 01 011 203 000 000 431	C107 GREEN, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 010 203 000 000 431	C108 TAN, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 020 211 000 000 431	C108 TAN, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 020 211 000 000 431	C110 SALMON, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 011 203 000 000 431	C110 SALMON, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 010 203 000 000 431	C110 SALMON, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 020 211 000 000 431	C111 GOLDENROD, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 011 203 000 000 431	C111 GOLDENROD, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 010 203 000 000 431	C111 GOLDENROD, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 010 203 000 000 431	C113 ORCHID, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 011 203 000 000 431	C113 ORCHID, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 020 211 000 000 431	C113 ORCHID, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 020 211 000 000 431	C115 PUMPKIN, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 011 203 000 000 431	C115 PUMPKIN, Pastel 8.5" x 11" 20#	\$35.85	
				E 01 011 203 000 000 431	C200 WHITE, Pastel 8.5" x 14" 20#	\$72.50	
				E 01 020 211 000 000 431	C300 WHITE, Pastel 11" x 17" 20#	\$84.00	
				E 01 011 203 000 000 431	C300 WHITE, Pastel 11" x 17" 20#	\$112.00	
				E 01 010 203 000 000 431	C300 WHITE, Pastel 11" x 17" 20#	\$56.00	
				E 01 020 211 000 000 431	C403 ARTIC ORANGE/ORANGE, Neon/Bright	\$50.00	
				E 01 011 203 000 000 431	C404 ENERGETIC ORANGE/ULTRA ORANGI	\$50.00	
				E 01 020 211 000 000 431	C405 FLARING FUCHSIA/ULTRA PINK, Neon/	\$50.00	
				E 01 011 203 000 000 431	C406 RADIANT RED/RED, Neon/Brights 8.5" x	\$100.00	
				E 01 020 211 000 000 431	C407 ENERGETIC RED/ULTRA LAVA, Neon/B	\$50.00	
				E 01 011 203 000 000 431	C408 NIGHT SKY PURPLE/VIOLET, Neon/Brig	\$50.00	
				E 01 020 211 000 000 431	C409 BEAMING BLUE/BLUE, Neon/Brights 8.5	\$50.00	
				E 01 011 203 000 000 431	C410 TWILIGHT TEAL/SEA BLUE, Neon/Brigh	\$50.00	
				E 01 020 211 000 000 431	C417 LIME GREEN, Neon/Brights 8.5" x 11" 20	\$50.00	

PO#: 16477	Voucher #: 64346	Invoice	Invoice No: 87995	10/30/2018	Paid Amt: \$9,948.00
					Check Amount: \$9,948.00

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62328	6212		DEPARTMENT OF HUMAN SERVICES		Check
				E 01	005 400 000 372 305 SFY 2018 IEP Admin Fee	\$163.00	
	PO#: 17056	Voucher #:	64412	Invoice	Invoice No: 00000504835	10/30/2018	Paid Amt: \$163.00
							Check Amount: \$163.00
0716	SBC	62329	7080		DOROTHY SAULSBURY		Check
				E 04	005 505 000 321 366 TUITION REIMBURSEMENT	\$2,000.00	
	PO#:	Voucher #:	64627	Invoice	Invoice No: 10172018	10/30/2018	Paid Amt: \$2,000.00
							Check Amount: \$2,000.00
0716	SBC	62330	5579		EDUCATORS BENEFIT CONSULTANTS		Check
				E 01	005 105 000 000 305 403(b) ADMIN & COMPLIANCE - OCTOBER	\$210.99	
	PO#:	Voucher #:	64394	Invoice	Invoice No: 6031	10/30/2018	Paid Amt: \$210.99
							Check Amount: \$210.99
0716	SBC	62331	3553		EIDE BAILLY LLP		Check
				E 01	005 110 000 000 313 FY18 FINANCIAL STMT AUDIT	\$16,000.00	
	PO#:	Voucher #:	64471	Invoice	Invoice No: EI00714991	10/30/2018	Paid Amt: \$16,000.00
							Check Amount: \$16,000.00
0716	SBC	62332	2864		EMMA KRUMBEE'S ORCHARD & FARM LLC		Check
				E 01	010 203 110 000 401 Begindergarten Field Trip	\$127.50	
	PO#: 17097	Voucher #:	64667	Invoice	Invoice No: 442575	10/30/2018	Paid Amt: \$127.50
							Check Amount: \$127.50
0716	SBC	62333	6256		EWELL EDUCATIONAL SERVICES		Check
				E 01	020 399 000 628 430 The AET.com subscription	\$295.00	
	PO#: 17083	Voucher #:	64650	Invoice	Invoice No: MN27-46014	10/30/2018	Paid Amt: \$295.00
							Check Amount: \$295.00
0716	SBC	62334	1485		FREMONT INDUSTRIES INC		Check
				E 01	030 810 000 000 401 anual boiler chem contract	\$2,000.00	
	PO#: 17111	Voucher #:	64678	Invoice	Invoice No: 2018-35668-00	10/30/2018	Paid Amt: \$2,000.00
							Check Amount: \$2,000.00
0716	SBC	62335	4840		GENERAL PARTS		Check
				E 02	005 770 000 701 350 service call to repair dish machien	\$383.26	
	PO#: 16926	Voucher #:	64679	Invoice	Invoice No: 5992714	10/30/2018	Paid Amt: \$383.26
							Check Amount: \$383.26
0716	SBC	62336	4460		HILDI INC		Check
				E 01	005 110 000 000 305 ACTUARIAL DISCLOSURES UNDER GASB 7	\$885.00	
	PO#:	Voucher #:	64281	Invoice	Invoice No: 9918	10/30/2018	Paid Amt: \$885.00
							Check Amount: \$885.00

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62337	1566		HILLYARD / HUTCHINSON		Check
				E 01 020 810 000 000 401	FOAM SOAP	\$37.26	
PO#:	Voucher #:	64013	Credit	Invoice No:	800376091	10/30/2018	Paid Amt: (\$37.26)
			E 01 020 810 000 000 401	Cleaning supplies, replacment mop heads, glove	\$6,048.48		
PO#: 16996	Voucher #:	64280	Invoice	Invoice No:	603010136	10/30/2018	Paid Amt: \$6,048.48
			E 01 010 810 000 000 401	CLEANER	\$172.00		
			E 01 010 810 000 000 401	LINERS	\$312.10		
			E 01 010 810 000 000 401	LIQUID ENZYME	\$59.84		
			E 01 010 810 000 000 401	SHIPPING	\$57.00		
PO#: 16510	Voucher #:	64289	Invoice	Invoice No:	603163442	10/30/2018	Paid Amt: \$600.94
			E 01 020 810 000 000 401	facial tissue	\$104.80		
PO#: 16933	Voucher #:	64290	Invoice	Invoice No:	603154074	10/30/2018	Paid Amt: \$104.80
			E 01 011 810 000 000 401	cleaning supplies	\$2,273.42		
PO#: 17069	Voucher #:	64474	Invoice	Invoice No:	603181456	10/30/2018	Paid Amt: \$2,273.42
			E 01 011 810 000 000 401	cleaning supplies	\$30.06		
PO#: 17069	Voucher #:	64475	Invoice	Invoice No:	603182808	10/30/2018	Paid Amt: \$30.06
			E 01 020 810 000 000 401	CAP ASSEMBLY	\$22.24		
PO#:	Voucher #:	64671	Invoice	Invoice No:	603125049	10/30/2018	Paid Amt: \$22.24
			E 01 020 810 000 000 401	Paper products & cleaning supplies	\$5,255.33		
PO#: 16820	Voucher #:	64672	Invoice	Invoice No:	603117279	10/30/2018	Paid Amt: \$5,255.33
			E 01 011 810 000 000 401	cleaning supplies & paper	\$5,603.25		
PO#: 16820	Voucher #:	64673	Invoice	Invoice No:	603117280	10/30/2018	Paid Amt: \$5,603.25
Check Amount:							\$19,901.26
0716	SBC	62338	1575		HOMEWARD BOUND THEATRE CO		Check
				E 04 005 505 000 321 305	Imagination Station	\$266.00	
PO#: 16994	Voucher #:	64328	Invoice	Invoice No:	10012018	10/30/2018	Paid Amt: \$266.00
Check Amount:							\$266.00
0716	SBC	62339	7629		ISD 2397 - LE SUEUR-HENDERSON		Check
				E 01 020 292 115 000 305	HOCKEY PARTICIPATION	\$2,434.10	
PO#:	Voucher #:	64282	Invoice	Invoice No:	11186	10/30/2018	Paid Amt: \$2,434.10
Check Amount:							\$2,434.10
0716	SBC	62340	1608		ISD 917		Check
				E 01 020 211 000 000 390	FY18 Final Regular Education Tuition Billing	\$5,229.90	
PO#: 16972	Voucher #:	64336	Invoice	Invoice No:	10771	10/30/2018	Paid Amt: \$5,229.90
Check Amount:							\$5,229.90
0716	SBC	62341	7546		JACKI BRICKMAN, INC		Check
				E 01 005 640 000 308 305	ENVOY WORKSHOP	\$10,765.00	
PO#:	Voucher #:	64398	Invoice	Invoice No:	INV-2949	10/30/2018	Paid Amt: \$10,765.00

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62341	7546		JACKI BRICKMAN, INC		Check
				E 01 005 640 000 308 305	ENVOY TRAINING - D KREFT, T WAGNER, L	\$1,050.00	
PO#:		Voucher #:	64399	Invoice	Invoice No: INV-2942	10/30/2018	Paid Amt: \$1,050.00
							Check Amount: \$11,815.00
0716	SBC	62342	7626		JAGUAR COMMUNICATIONS		Check
				E 01 011 810 000 000 331	Oak Crest Telephone	\$669.00	
PO#:		Voucher #:	64689	Invoice	Invoice No: 106308	10/30/2018	Paid Amt: \$669.00
				E 01 005 810 000 000 331	Telephone	\$304.47	
PO#:		Voucher #:	64690	Invoice	Invoice No: 93168	10/30/2018	Paid Amt: \$304.47
				E 01 020 810 000 000 331	HS Oper & Maint Telephone	\$876.98	
PO#:		Voucher #:	64691	Invoice	Invoice No: 106218	10/30/2018	Paid Amt: \$876.98
				E 01 010 810 000 000 331	Elem Oper & Maint Telephone	\$840.74	
PO#:		Voucher #:	64692	Invoice	Invoice No: 106248	10/30/2018	Paid Amt: \$840.74
							Check Amount: \$2,691.19
0716	SBC	62343	1202		JANIS BUESGENS		Check
				E 01 011 203 000 000 366	MILEAGE - J BUESGENS	\$26.16	
PO#:		Voucher #:	64288	Invoice	Invoice No: 09282018	10/30/2018	Paid Amt: \$26.16
							Check Amount: \$26.16
0716	SBC	62344	2542		JEANINE KRUSCHKE		Check
				E 01 005 640 000 316 366	SD19.5 J KRUSCHKE - MILEAGE	\$106.82	
PO#:		Voucher #:	64063	Invoice	Invoice No: 08092018	10/30/2018	Paid Amt: \$106.82
							Check Amount: \$106.82
0716	SBC	62345	1637		JEROLD STAUFFACHER		Check
				E 01 005 640 000 316 366	MILEAGE - J STAUFFACHER	\$94.83	
PO#:		Voucher #:	64393	Invoice	Invoice No: 07202018	10/30/2018	Paid Amt: \$94.83
							Check Amount: \$94.83
0716	SBC	62346	6672		JESSICA EMERSON		Check
				E 01 005 420 000 419 366	Mileage - September	\$94.94	
PO#: 17090		Voucher #:	64661	Invoice	Invoice No: 09252018	10/30/2018	Paid Amt: \$94.94
				E 01 005 420 000 419 366	Mileage - August	\$107.69	
PO#: 17090		Voucher #:	64662	Invoice	Invoice No: 08162018	10/30/2018	Paid Amt: \$107.69
							Check Amount: \$202.63
0716	SBC	62347	7648		JULIE AHLBRECHT		Check
				E 02 005 770 000 701 401	COOLERS	\$109.94	
PO#:		Voucher #:	64630	Invoice	Invoice No: 10152018	10/30/2018	Paid Amt: \$109.94
							Check Amount: \$109.94

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62348	6555		KELLY PETRASEK		Check
				E 01	010 412 000 740 366 Mileage - August		\$114.18
	PO#: 17004	Voucher #:	64326	Invoice	Invoice No: 09282018	10/30/2018	Paid Amt: \$114.18
							Check Amount: \$114.18
0716	SBC	62349	3120		KENNEDY & GRAVEN, CHARTERED		Check
				E 01	005 105 000 000 305 LEGAL SERVICES THROUGH AUGUST 31, 2		\$279.50
	PO#:	Voucher #:	64400	Invoice	Invoice No: 144596	10/30/2018	Paid Amt: \$279.50
							Check Amount: \$279.50
0716	SBC	62350	3753		KIBBLE EQUIPMENT LLC		Check
				E 01	020 810 000 000 401 BLADE, GREASE TUBE		\$117.32
	PO#:	Voucher #:	64653	Invoice	Invoice No: 1619970	10/30/2018	Paid Amt: \$117.32
				E 01	020 810 000 000 401 OIL, HEDGE TRIMMER		\$267.89
	PO#:	Voucher #:	64654	Invoice	Invoice No: 1619941	10/30/2018	Paid Amt: \$267.89
				E 01	020 810 000 000 401 LOWVIS HY-GARD, AUTOCUT		\$41.71
	PO#:	Voucher #:	64655	Invoice	Invoice No: 1493731	10/30/2018	Paid Amt: \$41.71
							Check Amount: \$426.92
0716	SBC	62351	5789		KIM DEWITTE		Check
				E 01	010 050 000 000 366 MILEAGE - K DEWITTE - MESPA CONF		\$197.29
	PO#:	Voucher #:	64337	Invoice	Invoice No: 09242018	10/30/2018	Paid Amt: \$197.29
							Check Amount: \$197.29
0716	SBC	62352	5081		LAMPERT LUMBER		Check
				E 01	020 810 000 000 401 dorr and frame		\$556.13
	PO#: 16834	Voucher #:	64476	Invoice	Invoice No: 2831809	10/30/2018	Paid Amt: \$556.13
							Check Amount: \$556.13
0716	SBC	62353	6693		LANA BECK		Check
				E 04	005 505 000 321 305 COFFEE AND PAINT CLASS - 9/18/18		\$50.00
	PO#:	Voucher #:	64286	Invoice	Invoice No: 09182018	10/30/2018	Paid Amt: \$50.00
				E 04	005 505 000 321 305 COFFEE AND PAINT CLASS		\$100.00
	PO#:	Voucher #:	64663	Invoice	Invoice No: 10232018	10/30/2018	Paid Amt: \$100.00
							Check Amount: \$150.00
0716	SBC	62354	5357		LIANN HANSON		Check
				E 01	011 050 000 000 366 BreezyPoint Resort 9/23/18 Hotel Rm MESPA		\$119.00
	PO#: 16989	Voucher #:	64407	Invoice	Invoice No: 09232018	10/30/2018	Paid Amt: \$119.00
				E 01	011 203 000 000 366 MILEAGE - L HANSON		\$463.25
	PO#:	Voucher #:	64408	Invoice	Invoice No: 09242018	10/30/2018	Paid Amt: \$463.25
							Check Amount: \$582.25

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62355	2408		LISA TREML		Check		
				E 01	005 640 000 316 366	SD19.9 L TREML - MILEAGE		\$28.89	
PO#:		Voucher #:	64631	Invoice	Invoice No: 10112018	10/30/2018	Paid Amt:	\$28.89	
							Check Amount:	\$28.89	
0716	SBC	62356	1799		MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC		Check		
				E 01	020 630 000 000 406	GELNCOE GEOMETRY STUDENT 1 YEAR BI		\$90.99	
				E 01	020 630 000 000 406	Freight		\$12.03	
PO#: 16852		Voucher #:	64293	Invoice	Invoice No: 105241401001	10/30/2018	Paid Amt:	\$103.02	
				E 01	020 630 000 000 406	GELNCOE GEOMETRY TEACHER 1 YEAR BI		\$133.29	
				E 01	020 630 000 000 406	Freight		\$13.19	
PO#: 16852		Voucher #:	64294	Invoice	Invoice No: 105110447001	10/30/2018	Paid Amt:	\$146.48	
							Check Amount:	\$249.50	
0716	SBC	62357	3418		MECA SPORTSWEAR		Check		
				E 01	020 292 000 000 430	Chenille BP Letter Awards		\$1,125.00	
				E 01	020 292 000 000 430	Shipping		\$45.00	
PO#: 16627		Voucher #:	64392	Invoice	Invoice No: SIPP160475	10/30/2018	Paid Amt:	\$1,170.00	
				E 01	020 292 000 000 430	LETTER PINS		\$337.50	
				E 01	020 292 000 000 430	SHIPPING		\$19.10	
PO#: 16770		Voucher #:	64402	Invoice	Invoice No: SIP160190	10/30/2018	Paid Amt:	\$356.60	
							Check Amount:	\$1,526.60	
0716	SBC	62358	6420		MEI		Check		
				E 01	020 850 000 000 350	QUARTERLY ELEVATOR SERVICE		\$152.94	
				E 01	030 810 000 000 350	QUARTERLY ELEVATOR SERVICE		\$197.06	
PO#:		Voucher #:	64284	Invoice	Invoice No: 770181	10/30/2018	Paid Amt:	\$350.00	
							Check Amount:	\$350.00	
0716	SBC	62359	2762		MN DEPT LABOR & INDUSTRY		Check		
				E 01	020 810 000 000 401	boiler fee		\$50.00	
PO#: 17109		Voucher #:	64677	Invoice	Invoice No: ABR01958691	10/30/2018	Paid Amt:	\$50.00	
							Check Amount:	\$50.00	
0716	SBC	62360	2647		MSU - MANKATO		Check		
				E 01	020 292 027 000 369	MSU TRACK MEET B&G 3/18		\$250.00	
PO#: 16936		Voucher #:	64339	Invoice	Invoice No: 03212018	10/30/2018	Paid Amt:	\$250.00	
							Check Amount:	\$250.00	
0716	SBC	62361	5995		MSU - MANKATO		Check		
				E 01	020 211 000 000 390	PSEO TUITION		\$6,631.04	
PO#:		Voucher #:	64467	Invoice	Invoice No: 01071026	10/30/2018	Paid Amt:	\$6,631.04	
							Check Amount:	\$6,631.04	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62362	1889		MULTILINGUAL WORD INC		Check		
				E 01	020 211 000 000 305	Spanish Interpreter		\$126.00	
	PO#: 16868	Voucher #: 64395		Invoice	Invoice No: 2031	10/30/2018	Paid Amt:	\$126.00	
				E 01	020 403 000 740 394	Russian Interpreter services		\$95.00	
	PO#: 16880	Voucher #: 64396		Invoice	Invoice No: 2031	10/30/2018	Paid Amt:	\$95.00	
				E 01	005 420 000 740 394	Spanish Interpreter		\$185.75	
	PO#: 16998	Voucher #: 64658		Invoice	Invoice No: 2111	10/30/2018	Paid Amt:	\$185.75	
				E 01	005 420 000 740 394	Spanish Interpreter for assessment		\$133.50	
	PO#: 16985	Voucher #: 64659		Invoice	Invoice No: 2111	10/30/2018	Paid Amt:	\$133.50	
								Check Amount:	\$540.25
0716	SBC	62363	1894		NAESP		Check		
				E 01	011 050 000 000 366	NAESP National Mentor Training & Certification		\$1,299.00	
	PO#: 16663	Voucher #: 64421		Invoice	Invoice No: 361246	10/30/2018	Paid Amt:	\$1,299.00	
								Check Amount:	\$1,299.00
0716	SBC	62364	1918		NIEMAN ROOFING CO. INC		Check		
				E 01	010 810 000 000 350	repair roof leaks		\$1,500.00	
	PO#: 17112	Voucher #: 64681		Invoice	Invoice No: 4457	10/30/2018	Paid Amt:	\$1,500.00	
								Check Amount:	\$1,500.00
0716	SBC	62365	6275		NORTH AMERICAN SAFETY INC		Check		
				E 04	005 505 000 321 401	Mini Harriers TShirts		\$230.00	
	PO#: 17008	Voucher #: 64470		Invoice	Invoice No: 37865	10/30/2018	Paid Amt:	\$230.00	
								Check Amount:	\$230.00
0716	SBC	62366	6391		PANTHER BOOSTER CLUB		Check		
				E 01	020 294 025 000 369	BOYS TOURNEY 12/18		\$300.00	
				E 01	020 296 025 000 369	GIRLS TOURNEY 12/18		\$300.00	
	PO#: 17031	Voucher #: 64401		Invoice	Invoice No: 12272018	10/30/2018	Paid Amt:	\$600.00	
								Check Amount:	\$600.00
0716	SBC	62367	7197		POWER DISTRIBUTORS		Check		
				E 01	020 301 000 830 433	Piston rings		\$66.30	
				E 01	020 301 000 830 433	gaskets		\$12.05	
				E 01	020 301 000 830 433	GASKETS		\$38.25	
				E 01	020 301 000 830 433	TANG BENDER		\$15.90	
				E 01	020 301 000 830 433	TACHOMETER		\$61.35	
				E 01	020 301 000 830 433	PLUG GAUGE		\$7.15	
				E 01	020 301 000 830 433	MATERIAL SURCHARGE		\$1.49	
				E 01	020 301 000 830 433	ALLOWABLE FREIGHT		\$10.95	
	PO#: 17035	Voucher #: 64649		Invoice	Invoice No: 77461208	10/30/2018	Paid Amt:	\$213.44	
								Check Amount:	\$213.44

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
0716	SBC	62368	2002		PROTECTION SYSTEMS INC		Check	
				E 01 020 865 000 363 401	fire alarm control relay, heat detector	\$85.00		
		PO#: 16836	Voucher #:	64472	Invoice Invoice No: 41720	10/30/2018	Paid Amt: \$85.00	
							Check Amount:	\$85.00
0716	SBC	62369	2030		REGION V		Check	
				E 01 005 110 000 000 316	QUARTERLY MEMBERSHIP FEES	\$5,804.50		
		PO#:	Voucher #:	64473	Invoice Invoice No: 12196	10/30/2018	Paid Amt: \$5,804.50	
							Check Amount:	\$5,804.50
0716	SBC	62370	6827		REINHART FOOD SERVICES, LLC		Check	
				E 01 010 203 110 000 401	Snack Cart Invoice #883356	\$526.09		
		PO#: 17007	Voucher #:	64331	Invoice Invoice No: 893356	10/30/2018	Paid Amt: \$526.09	
				E 01 011 203 111 000 401	Invoice #889074 9/17/18	\$346.74		
		PO#: 16958	Voucher #:	64334	Invoice Invoice No: 889074	10/30/2018	Paid Amt: \$346.74	
				E 01 010 203 110 000 401	Snack Cart Inv #891091	\$241.42		
		PO#: 16951	Voucher #:	64338	Invoice Invoice No: 891091	10/30/2018	Paid Amt: \$241.42	
				E 01 011 203 111 000 401	Invoice 891534 09/24/18	\$462.40		
		PO#: 16983	Voucher #:	64389	Invoice Invoice No: 891534	10/30/2018	Paid Amt: \$462.40	
				E 01 011 203 111 000 401	Invoice#886835 9/10/18 OC Snack Cart	\$314.94		
		PO#: 16904	Voucher #:	64390	Invoice Invoice No: 886835	10/30/2018	Paid Amt: \$314.94	
				E 01 011 203 111 000 401	8/29/18 Invoice 883178 Snack Cart	\$456.40		
		PO#: 16849	Voucher #:	64391	Invoice Invoice No: 883178	10/30/2018	Paid Amt: \$456.40	
				E 01 010 203 110 000 401	Snack Cart Inv #895641	\$467.16		
		PO#: 17046	Voucher #:	64397	Invoice Invoice No: 895641	10/30/2018	Paid Amt: \$467.16	
				E 01 011 203 111 000 401	Invoice 894667 Date 10/3/18	\$554.39		
		PO#: 17021	Voucher #:	64410	Invoice Invoice No: 894667	10/30/2018	Paid Amt: \$554.39	
				E 01 010 203 110 000 401	Snack Cart Inv #897770	\$530.60		
		PO#: 17075	Voucher #:	64628	Invoice Invoice No: 897770	10/30/2018	Paid Amt: \$530.60	
				E 01 011 203 111 000 401	Invoice 896695 10/10/18 OC snack cart	\$156.25		
		PO#: 17078	Voucher #:	64629	Invoice Invoice No: 896695	10/30/2018	Paid Amt: \$156.25	
				E 01 010 203 110 000 401	Snack Cart Invoice #899254	\$125.97		
		PO#: 17093	Voucher #:	64666	Invoice Invoice No: 899254	10/30/2018	Paid Amt: \$125.97	
							Check Amount:	\$4,182.36
0716	SBC	62371	7281		ROCHESTER LOURDES HIGH SCHOOL		Check	
				E 01 020 296 029 000 369	Softball Tourney 4/27/18	\$250.00		
		PO#: 16971	Voucher #:	64335	Invoice Invoice No: 04272019	10/30/2018	Paid Amt: \$250.00	
							Check Amount:	\$250.00

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62372	6504		ROSETTA STONE LTD		Check
				E 01	020 630 000 000 406	ROSETTA STONE FOUNDATIONS RENEW	\$1,908.00
PO#:	Voucher #:	64406	Invoice	Invoice No:	10093800	10/30/2018	Paid Amt: \$1,908.00
							Check Amount: \$1,908.00
0716	SBC	62373	6884		SCHOLASTIC INC		Check
				E 01	020 630 000 000 406	JUNIOR	\$271.68
				E 01	020 630 000 000 406	NEW YORK TIMES UPFRONT	\$319.68
				E 01	020 630 000 000 406	SHIPPING AND HANDLING	\$59.14
PO#: 16605	Voucher #:	64295	Invoice	Invoice No:	M6472449 5	10/30/2018	Paid Amt: \$650.50
							Check Amount: \$650.50
0716	SBC	62374	2069		SCHOLASTIC READING CLUB		Check
				E 01	010 203 110 000 401	Birthday Books	\$132.00
PO#: 16792	Voucher #:	64405	Invoice	Invoice No:	2051420947	10/30/2018	Paid Amt: \$132.00
							Check Amount: \$132.00
0716	SBC	62375	3336	1	SCHOOL SPECIALTY		Check
				E 01	030 211 000 000 401	027288 KRAFT PAPER WHITE 40# DUO ART	\$90.08
				E 01	010 212 000 000 430	027276 PAPER RNBW DUO KRAFT RLL 40# :	\$48.55
				E 01	010 212 000 000 430	076580 RL PPR 36X1000 SKY BLUE RAINBO	\$61.94
				E 01	010 212 000 000 430	027285 PAPER RNBW DUO KRAFT RLL 40# :	\$45.04
PO#: 16667	Voucher #:	64292	Invoice	Invoice No:	208121620811	10/30/2018	Paid Amt: \$245.61
				E 01	011 203 000 000 430	089054 PENCIL MECHANICAL .7MM WITH C	\$6.49
				E 01	011 203 000 000 430	023123 PACK PEN UNI ASSORTED SAN6038	\$10.07
				E 01	011 203 000 000 430	1369042 TAPE SCOTCH 810 MAGIC 0.50 IN >	\$9.22
				E 01	011 203 000 000 430	005295 TAPE SCOTCH 232 MASKING 1IN X €	\$31.17
				E 01	011 203 000 000 430	386021 AWARD PENCILS YOU ARE AWESOM	\$4.80
				E 01	011 203 000 000 430	237647 PENCIL AWARD PENCILS 5TH GRAC	\$4.80
				E 01	011 203 000 000 430	237500 PENCIL AWARD PENCILS CANDY CA	\$4.80
				E 01	011 203 000 000 430	085964 CLOTHESPINS FLAT PACK OF 40	\$3.11
				E 01	011 203 000 000 430	237554 PENCIL AWARD HAPPY BIRTHDAY G	\$3.86
PO#: 16678	Voucher #:	64297	Invoice	Invoice No:	308103169970	10/30/2018	Paid Amt: \$78.32
				E 01	011 203 000 000 430	1437859 CARDS INDEX RULED 5X8 WHITE F	\$13.95
				E 01	011 203 000 000 430	1380617 CARDS INDEX BLANK 3X5 WHITE F	\$0.84
				E 01	011 203 000 000 430	386021 AWARD PENCILS YOU ARE AWESOM	\$7.20
				E 01	011 203 000 000 430	224925 PENCIL AWARD PENCILS MULTIPLIC	\$2.40
				E 01	011 203 000 000 430	1370906 PENCILS BELIEVE AND ACHIEVE P,	\$2.40
				E 01	011 203 000 000 430	085484 TAGBOARD 12X18 125# WHITE 100-I	\$6.43
				E 01	011 203 000 000 430	220638 PAINT CRAYOLA WASHABLE ASST F	\$37.24
				E 01	011 203 000 000 430	076181 BRUSH CHUBBY ASST SET OF 58	\$22.09
				E 01	011 203 000 000 430	299650 CONST PPR 12X18 BLACK SUNWOF	\$4.35

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62375	3336	1	SCHOOL SPECIALTY		Check
				E 01 011 203 000 000 430	1563223 ADHESIVE CON-TACT CLEAR MAT	\$9.03	
				E 01 011 203 000 000 430	038581 LABEL TAPE POLYESTER 1/2 BLACK	\$34.96	
PO#: 16647	Voucher #:	64298	Invoice	Invoice No: 308103169976	10/30/2018	Paid Amt:	\$140.89
			E 01 010 203 000 000 430	1597413 HAPPY BIRTHDAY SMILE RECOGNI	\$2.79		
			E 01 010 203 000 000 430	1597422 AWESOME PALS STINKY STICKER	\$28.32		
PO#: 16656	Voucher #:	64299	Invoice	Invoice No: 20812595757	10/30/2018	Paid Amt:	\$31.11
			E 01 010 203 000 000 430	1439164 PAINT TEMPERA TURQUOISE PINT	\$12.06		
			E 01 010 203 000 000 430	1439171 PAINT TEMPERA WHITE PINT SCH	\$12.06		
			E 01 010 203 000 000 430	1004711 ADHESIVE VELCRO BRAND POSTE	\$6.49		
			E 01 010 203 000 000 430	084472 PAPERCLIPS SMOOTH 1.25" P/100 -	\$0.48		
			E 01 010 203 000 000 430	085855 PAINT TRAY PLASTIC 6 WELLS PK/1	\$34.80		
			E 01 010 203 000 000 430	085871 WIGGLE EYES PEEL ASST SIZE BLA	\$12.44		
PO#: 16656	Voucher #:	64300	Invoice	Invoice No: 208121592136	10/30/2018	Paid Amt:	\$78.33
			E 04 005 505 035 321 430	061059 School Smart Standard Staples	\$1.92		
			E 04 005 505 035 321 430	1437698 Scotch 810 Magic Tape Refill Pack, 0.7	\$46.78		
			E 04 005 580 000 325 430	1593235 Expo Low Odor Dry Erase Markers, Fir	\$84.62		
			E 04 005 580 000 325 430	1530187 Sharpie Fine Permanent Markers, Blac	\$23.91		
			E 04 005 580 000 325 430	077415 Sharpie Non-Toxic Waterproof Permane	\$15.18		
			E 04 005 580 000 325 430	061419 BIC Wite-Out Extra Coverage Correctio	\$1.62		
			E 04 005 580 000 325 430	040548 3M Post-it Original Plain Notes, 1-1/2 x :	\$6.43		
			E 04 005 580 000 325 430	443195 E6000 Flexible Multi-Purpose Adhesive	\$10.26		
			E 04 005 580 000 325 430	201199 SunWorks Heavyweight Construction P	\$8.22		
			E 04 005 580 000 325 430	1506484 SunWorks Heavyweight Construction f	\$40.32		
			E 04 005 580 000 325 430	1506477 SunWorks Heavyweight Construction f	\$6.72		
			E 04 005 580 000 325 430	1006317 School Smart Wood Spring Clothespin	\$11.16		
			E 04 005 580 000 325 430	075213 Con-Tact Repositionable Contact Paper,	\$8.31		
			E 04 005 580 000 325 430	006471 School Smart Ruled Sentence Strips, 3	\$6.18		
			E 04 005 580 000 325 430	006465 School Smart Ruled Rainbow Sentence	\$6.18		
			E 04 005 580 000 325 430	1535940 Elmer's All Purpose Glue Stick Classr	\$29.18		
PO#: 16626	Voucher #:	64301	Invoice	Invoice No: 308103163669	10/30/2018	Paid Amt:	\$306.99
			E 01 010 203 000 000 430	1439203 PAINT WHITE PINT WASHABLE TEI	\$3.50		
			E 01 010 203 000 000 430	1439194 PAINT TEMPERA BROWN GALLON	\$10.39		
			E 01 010 203 000 000 430	008973 GLUE ELMER'S SCHOOL 8 OZ	\$20.71		
			E 01 010 203 000 000 430	077356 ERASER PINK BEVELED LARGE SCI	\$7.77		
			E 01 010 203 000 000 430	084472 PAPERCLIPS SMOOTH 1.25" P/100 -	\$1.44		
			E 01 010 203 000 000 430	061059 STAPLES STANDARD 210/STRIP PK/	\$5.76		
			E 01 010 203 000 000 430	1600210 FOLDER 2-POCKET POLY RED- BSI	\$14.20		
			E 01 010 203 000 000 430	1593075 MARKER FINE LINE SCHOOL SMAF	\$13.05		

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62375	3336	1	SCHOOL SPECIALTY		Check
				E 01 010 203 000 000 430	248431 CHALK SIDEWALK 4"X1" ASST SET C	\$1.62	
				E 01 010 203 000 000 430	1439170 PAINT TEMPERA GREEN PINT SCH	\$2.01	
				E 01 010 203 000 000 430	201199 CONST PPR 12X18 HOLIDAY RED SL	\$9.59	
				E 01 010 203 000 000 430	213964 GLUESTICK ELMER'S CLEAR .77OZ	\$18.90	
				E 01 010 203 000 000 430	1354258 HIGHLIGHTER ASST CLRS TANK SI	\$9.24	
				E 01 010 203 000 000 430	201201 CONST PPR 12X18 BRIGHT WHITE €	\$2.33	
				E 01 010 203 000 000 430	201216 CONST PPR 12X18 TURQUOISE SUN	\$1.14	
PO#: 16664	Voucher #:	64332	Invoice	Invoice No:	3308103152650	10/30/2018	Paid Amt: \$121.65
			E 01 010 203 000 000 430	1506466 CONST PPR 12X18 DARK BROWN :	\$15.51		
			E 01 010 203 000 000 430	1506467 CONST PPR 12X18 LIGHT BROWN	\$12.10		
			E 01 010 203 000 000 430	1506461 CONST PPR 12X18 BLACK SUNWO	\$23.73		
			E 01 010 203 000 000 430	1506469 CONST PPR 12X18 LILAC SUNWOF	\$7.70		
			E 01 010 203 000 000 430	1506477 CONST PPR 12X18 HOLIDAY GREE	\$23.52		
			E 01 010 203 000 000 430	1506482 CONST PPR 12X18 GRAY SUNWOF	\$6.36		
			E 01 010 203 000 000 430	1506485 CONST PPR 12X18 BRIGHT GREEN	\$4.44		
			E 01 010 203 000 000 430	200050 CONST PPR 12X18 HOT PINK SUNW	\$11.65		
			E 01 010 203 000 000 430	201213 CONST PPR 12X18 MAGENTA SUNW	\$10.89		
			E 01 010 203 000 000 430	201193 CONST PPR 12X18 DARK GREEN SL	\$8.46		
			E 01 010 203 000 000 430	201195 CONST PPR 12X18 DARK BLUE SUN	\$10.16		
			E 01 010 203 000 000 430	201210 CONST PPR 12X18 PINK SUNWORK	\$5.50		
			E 01 010 203 000 000 430	201217 CONST PPR 12X18 BLUE SUNWORK	\$18.24		
			E 01 010 203 000 000 430	201202 CONST PPR 12X18 YELLOW SUNWC	\$20.90		
			E 01 010 203 000 000 430	201199 CONST PPR 12X18 HOLIDAY RED SL	\$32.88		
			E 01 010 203 000 000 430	201198 CONST PPR 12X18 SKY BLUE SUNW	\$11.00		
			E 01 010 203 000 000 430	201216 CONST PPR 12X18 TURQUOISE SUN	\$15.96		
			E 01 010 203 000 000 430	201200 CONST PPR 12X18 VIOLET SUNWOI	\$16.50		
			E 01 010 203 000 000 430	054090 CONST PPR 12X18 SALMON TRURA	\$57.60		
			E 01 010 203 000 000 430	201201 CONST PPR 12X18 BRIGHT WHITE €	\$53.59		
			E 01 010 203 000 000 430	299528 CONST PPR 12X18 ORANGE SUNWC	\$27.00		
			E 01 010 203 000 000 430	054102 CONST PPR 12X18 LT YELLOW TRU	\$8.44		
			E 01 010 203 000 000 430	1439162 PAINT TEMPERA BLUE PINT SCHOI	\$8.04		
			E 01 010 203 000 000 430	1439163 PAINT TEMPERA ORANGE PINT SC	\$10.05		
			E 01 010 203 000 000 430	1439165 PAINT TEMPERA PURPLE PINT SCI	\$10.05		
			E 01 010 203 000 000 430	1439166 PAINT TEMPERA MAGENTA PINT SI	\$12.06		
			E 01 010 203 000 000 430	1439168 PAINT TEMPERA BROWN PINT SCH	\$8.04		
			E 01 010 203 000 000 430	1439170 PAINT TEMPERA GREEN PINT SCH	\$8.04		
			E 01 010 203 000 000 430	1439172 PAINT TEMPERA BLACK PINT SCH	\$10.05		
			E 01 010 203 000 000 430	1439173 PAINT TEMPERA RED PINT SCHOC	\$8.04		

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62375	3336	1	SCHOOL SPECIALTY		Check
				E 01 010 203 000 000 430	1497850 RECOGNITION AWARDS OWL-STA	\$2.79	
				E 01 010 203 000 000 430	1498080 RECOGNITION AWARDS SEA BUDI	\$2.79	
				E 01 010 203 000 000 430	388803 PENCIL HAPPY BIRTHDAY ASSORTM	\$25.09	
				E 01 010 203 000 000 430	059949 FASTENER #3 3/4" BX/100 - SCHOOL	\$9.84	
				E 01 010 203 000 000 430	061458 CORRECTION FLUID WITE-OUT COI	\$5.16	
				E 01 010 203 000 000 430	1353960 GLUE STICK .28OZ PURPLE PACK (\$2.06	
				E 01 010 203 000 000 430	008973 GLUE ELMER'S SCHOOL 8 OZ	\$5.45	
				E 01 010 203 000 000 430	077415 MARKER SHARPIE BLACK ULTRA FII	\$15.18	
				E 01 010 203 000 000 430	077399 MARKER BLACK FINE SHARPIE PAC	\$29.32	
				E 01 010 203 000 000 430	1396659 VELCRO STICKY BACK HOOK COIN	\$7.99	
				E 01 010 203 000 000 430	084475 PAPERCLIPS SMOOTH 2" P/100 - SC	\$0.82	
				E 01 010 203 000 000 430	084453 PENCIL #2 PRE-SHARPENED PACK (\$3.84	
				E 01 010 203 000 000 430	1570503 PEN GRIP MEDIUM GEL STICK SCH	\$2.59	
				E 01 010 203 000 000 430	1400761 PEN GRIP RETRACTABLE MED BAL	\$2.59	
				E 01 010 203 000 000 430	084876 NOTES YELLOW 3X3 PK12 - SCHOO	\$3.94	
				E 01 010 203 000 000 430	084874 NOTES YELLOW 1.5X2 PK12 - SCHO	\$1.62	
				E 01 010 203 000 000 430	1070983 RUBBERBANDS SIZE 16 1LB	\$5.91	
				E 01 010 203 000 000 430	061059 STAPLES STANDARD 210/STRIP PK/	\$4.80	
				E 01 010 203 000 000 430	1517992 TAPE BLUE PAINTERS 0.70 IN X 60	\$34.80	
				E 01 010 203 000 000 430	056307 TAPE TARTAN 3710 PACKAGING 1.8	\$28.96	
				E 01 010 203 000 000 430	1354242 TAPE INVISIBLE 0.75 IN X 36 YD SC	\$12.15	
				E 01 010 203 000 000 430	1597425 FUN FRIENDS STINKY STICKERS V	\$28.32	
				E 01 010 203 000 000 430	1600210 FOLDER 2-POCKET POLY RED- BSI	\$0.71	
				E 01 010 203 000 000 430	1600209 FOLDER 2-POCKET POLY YELLOW-	\$0.71	
				E 01 010 203 000 000 430	1599528 FOLDER 2-POCKET POLY PURPLE-	\$0.71	
				E 01 010 203 000 000 430	1599527 FOLDER 2-POCKET POLY ORANGE	\$0.71	
				E 01 010 203 000 000 430	1599524 FOLDER 2-POCKET POLY BLUE- BS	\$0.71	
				E 01 010 203 000 000 430	1473614 RULER PLASTIC 12" ASSORTED CC	\$10.35	
				E 01 010 203 000 000 430	1589649 CRAFT STICK JUMBO WOOD PACK	\$12.84	
				E 01 010 203 000 000 430	085873 PIPE CLEANERS 12 JUMBO ASST CL	\$2.61	
				E 01 010 203 000 000 430	059364 MARKER MR SKETCH SCENTED SE	\$29.88	
				E 01 010 203 000 000 430	1603236 PEN MARKER FLAIR MD AST - PAPI	\$25.98	
				E 01 010 203 000 000 430	1376611 LABEL - LASER - 2 X 4 - BSN26116 1	\$16.50	
				E 01 010 203 000 000 430	036978 RING BOOK NCKL 1.5" PACK OF 100	\$38.97	
				E 01 010 203 000 000 430	075869 STAPLER HALFSTRIP BLACK - SCHC	\$9.48	
				E 01 010 203 000 000 430	1425802 SHARPENER PENCIL POWERHOU:	\$58.88	
PO#: 16656	Voucher #:	64333	Invoice	Invoice No:	308103159778	10/30/2018	Paid Amt: \$921.55
			E 01 011 203 000 000 430		085514 TAGBOARD 9X12 COLORWAVE SUP	\$12.99	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62375	3336	1	SCHOOL SPECIALTY		Check		
				E 01 011 203 000 000 430	1597413 HAPPY BIRTHDAY SMILE RECOGNI			\$2.79	
				E 01 011 203 000 000 430	237647 PENCILAWARD PENCILS 5TH GRAC			\$7.20	
				E 01 011 203 000 000 430	000189 REMOVER STAPLE - SCHOOL SMAF			\$2.32	
				E 01 011 203 000 000 430	1464018 STAPLER 747 CLASSIC STEEL GRA			\$18.19	
				E 01 011 203 000 000 430	175136 MARKER DRY ERASE LOW ODOR 4-			\$4.21	
				E 01 011 203 000 000 430	084465 ERASER DRY ERASE MAGENTIC SC			\$0.64	
				E 01 011 203 000 000 430	042108 TAPE SCOTCH 234 GEN PRPSE MA			\$6.29	
				E 01 011 203 000 000 430	032400 CLIP BINDER MED 1 1/4" BLACK PAC			\$1.52	
				E 01 011 203 000 000 430	1054851 LABEL MAILING 1.75X.5 WHITE AVE			\$23.26	
				E 01 011 203 000 000 430	1439230 PAINT PINK GALLON WASHABLE T			\$9.87	
PO#: 16772	Voucher #:	64420	Invoice	Invoice No:	308103184689	10/30/2018	Paid Amt:	\$89.28	
			E 01 011 203 000 000 430	237554 PENCILAWARD HAPPY BIRTHDAY C				\$3.86	
PO#: 16772	Voucher #:	64465	Invoice	Invoice No:	208121742779	10/30/2018	Paid Amt:	\$3.86	
			E 01 010 203 000 000 430	1286419 PAPER WRITING 1-2 SMART START				\$30.02	
			E 01 010 203 000 000 430	1290460 PAPER WRITING K-1 SMART STAR				\$30.02	
			E 01 010 203 000 000 430	059634 CLEANER MARKER BOARD EXPO 8				\$5.94	
			E 01 010 203 000 000 430	084465 ERASER DRY ERASE MAGENTIC SC				\$0.96	
PO#: 16932	Voucher #:	64468	Invoice	Invoice No:	208121788693	10/30/2018	Paid Amt:	\$66.94	
			E 01 010 203 000 000 430	1439175 PAINT TEMPERA BLUE QUART SCH				\$3.44	
			E 01 010 203 000 000 430	085335 PAPER CHRT 24X32 1.5/SKP-LN 25TI				\$36.90	
			E 01 010 203 000 000 430	1569918 NAME PLATES WOODLAND FRIENI				\$4.09	
PO#: 16945	Voucher #:	64648	Invoice	Invoice No:	208121815983	10/30/2018	Paid Amt:	\$44.43	
			E 01 010 810 000 000 401	4'x12' markerboard				\$931.42	
PO#: 16835	Voucher #:	64674	Invoice	Invoice No:	208121543900	10/30/2018	Paid Amt:	\$931.42	
								Check Amount:	\$3,060.38
0716	SBC	62376	2083		SCOTT COUNTY		Check		
				E 01 005 850 000 302 896	PROPERTY TAX			\$1,913.00	
PO#:	Voucher #:	64343	Invoice	Invoice No:	701350	10/30/2018	Paid Amt:	\$1,913.00	
			E 01 005 850 000 302 896	PROPERTY TAX				\$1,913.00	
PO#:	Voucher #:	64344	Invoice	Invoice No:	701241	10/30/2018	Paid Amt:	\$1,913.00	
			E 01 005 850 000 302 896	PROPERTY TAX				\$2,943.00	
PO#:	Voucher #:	64345	Invoice	Invoice No:	742881	10/30/2018	Paid Amt:	\$2,943.00	
								Check Amount:	\$6,769.00
0716	SBC	62377	2116	1	SHIFFLER EQUIP.		Check		
				E 01 010 810 000 302 530	cafeteria tables			\$13,194.06	
PO#: 16494	Voucher #:	64675	Invoice	Invoice No:	1816605600	10/30/2018	Paid Amt:	\$13,194.06	
								Check Amount:	\$13,194.06

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62378	7603		SI KIDS		Check		
				E 01	011 203 000 000 430	2 yr subscription for Sports Illustrated for Kids		\$30.00	
		PO#: 16848	Voucher #:	64291	Invoice	Invoice No: 3714324997	10/30/2018	Paid Amt:	\$30.00
								Check Amount:	\$30.00
0716	SBC	62379	4959		SIBEL DIKMEN		Check		
				E 01	005 605 000 000 366	MILEAGE - S DIKMEN		\$37.06	
		PO#:	Voucher #:	64404	Invoice	Invoice No: 10022018	10/30/2018	Paid Amt:	\$37.06
								Check Amount:	\$37.06
0716	SBC	62380	2137		SOUTH CENTRAL ECSU		Check		
				E 01	005 865 000 347 305	H & S phy. haz		\$288.25	
				E 01	005 865 000 349 305	H & S Haz sub.		\$266.08	
				E 01	005 865 000 352 305	H & S management		\$1,631.94	
				E 01	005 865 000 358 305	H & S asbestos		\$66.52	
				E 01	005 865 000 358 305	H & S IAQ		\$44.35	
		PO#: 17108	Voucher #:	64676	Invoice	Invoice No: 18368	10/30/2018	Paid Amt:	\$2,297.14
								Check Amount:	\$2,297.14
0716	SBC	62381	2151		STAR TRIBUNE		Check		
				E 01	020 620 000 000 489	Star Tribune Dailey Newspaper		\$158.40	
		PO#: 16767	Voucher #:	64418	Invoice	Invoice No: AD4ISBT1	10/30/2018	Paid Amt:	\$158.40
								Check Amount:	\$158.40
0716	SBC	62382	2153		STASNEY ELECTRIC LLC		Check		
				E 01	011 810 000 000 305	service call to wire scoreboard		\$554.60	
		PO#: 16977	Voucher #:	64680	Invoice	Invoice No: 33813	10/30/2018	Paid Amt:	\$554.60
								Check Amount:	\$554.60
0716	SBC	62383	2164		STIER TRANSPORTATION SERVICES		Check		
				E 04	005 505 000 321 366	Comm Ed Field Trips		\$1,717.45	
		PO#: 16993	Voucher #:	64327	Invoice	Invoice No: 090118	10/30/2018	Paid Amt:	\$1,717.45
								Check Amount:	\$1,717.45
0716	SBC	62384	3461		TEACHER CREATED RESOURCES		Check		
				E 01	011 203 000 000 430	MAGNETIC ERASERS		\$3.99	
		PO#:	Voucher #:	64686	Invoice	Invoice No: BO88983	10/30/2018	Paid Amt:	\$3.99
				E 01	011 203 000 000 430	CONFETTI COMPUTER PAPER		\$4.99	
		PO#:	Voucher #:	64687	Invoice	Invoice No: BO88982	10/30/2018	Paid Amt:	\$4.99
								Check Amount:	\$8.98
0716	SBC	62385	7635		THE MUSIC MART		Check		
				E 01	011 258 000 000 350	Bassoon Repairs		\$65.50	
		PO#: 17032	Voucher #:	64411	Invoice	Invoice No: 1028436	10/30/2018	Paid Amt:	\$65.50
								Check Amount:	\$65.50

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62386	2233		TIES		Check		
				E 01	005 640 000 316 366	SD19.5 3 ADMIN, 5 TEACHERS - REGISTRAT		\$1,945.00	
	PO#: 17065	Voucher #:	64478	Invoice	Invoice No: TIES2018-GRP10280248	10/30/2018	Paid Amt:	\$1,945.00	
							Check Amount:	\$1,945.00	
0716	SBC	62387	5669		TITAN ENERGY SYSTEMS INC		Check		
				E 01	020 865 000 349 305	Gen.set P M service		\$559.42	
	PO#: 17113	Voucher #:	64682	Invoice	Invoice No: 181004-050	10/30/2018	Paid Amt:	\$559.42	
							Check Amount:	\$559.42	
0716	SBC	62388	2254		TOWN & COUNTRY GLASS		Check		
				E 01	020 810 000 000 401	repair glass door light		\$217.11	
	PO#: 16929	Voucher #:	64477	Invoice	Invoice No: 11144	10/30/2018	Paid Amt:	\$217.11	
							Check Amount:	\$217.11	
0716	SBC	62389	2266		TRUGREEN CHEMLAWN		Check		
				E 01	020 810 000 000 401	weed and feed - FOOTBALL FIELD		\$211.15	
	PO#: 17110	Voucher #:	64668	Invoice	Invoice No: 92658615	10/30/2018	Paid Amt:	\$211.15	
				E 01	020 810 000 000 401	grass seed (Steve)		\$193.50	
	PO#: 17110	Voucher #:	64669	Invoice	Invoice No: 10192018	10/30/2018	Paid Amt:	\$193.50	
							Check Amount:	\$404.65	
0716	SBC	62390	6335		TRUSTED EMPLOYEES		Check		
				E 01	011 203 111 000 305	ELC PARENT BACKGROUND CHECKS		\$640.00	
	PO#:	Voucher #:	64287	Invoice	Invoice No: 0920189775S	10/30/2018	Paid Amt:	\$640.00	
							Check Amount:	\$640.00	
0716	SBC	62391	7467		UNIQUE SOFTWARE COPORATION		Check		
				E 01	005 605 000 000 351	IPAD REPAIR		\$109.00	
	PO#:	Voucher #:	64479	Invoice	Invoice No: 245518	10/30/2018	Paid Amt:	\$109.00	
							Check Amount:	\$109.00	
0716	SBC	62392	3099		US GAMES		Check		
				E 01	020 211 000 000 430	Pop Up Goal		\$299.97	
				E 01	020 211 000 000 430	Handball		\$18.98	
				E 01	020 211 000 000 430	Handball		\$63.96	
				E 01	020 211 000 000 430	Soft Tack Youth FB		\$110.94	
				E 01	020 211 000 000 430	Round Target Face		\$137.94	
				E 01	020 211 000 000 430	Combo Safety Glasses		\$239.99	
				E 01	020 211 000 000 430	Freight		\$21.32	
	PO#: 16789	Voucher #:	64419	Invoice	Invoice No: 903269522	10/30/2018	Paid Amt:	\$893.10	
							Check Amount:	\$893.10	

Belle Plaine Public Schools

Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62393	3062		WILLIAM V MACGILL & CO		Check
				E 01 005 865 000 349 401	Personal Protective Equipment 4 boxes of gloves	\$220.00	
	PO#: 17066	Voucher #:	64660	Invoice	Invoice No: IN0653915	10/30/2018	Paid Amt: \$220.00
							Check Amount: \$220.00
							Report Total: \$185,183.03

Hand Payments

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62155	1134		BELLE PLAINE SCHOOL		Check
				B 01 215 027	MED EXP-CAF		\$319.17
				B 01 215 029	DAY CARE-CAF		\$3,881.50
PO#:	Voucher #:	64164	Invoice	Invoice No:	S2019060	9/20/2018	Paid Amt: \$4,200.67
							Check Amount: \$4,200.67
0716	SBC	62156	6482		Belle Plaine Schools Health Ins Acct		Check
				B 01 215 019	HEALTH INS. FLEXED EMPL DED		\$26,447.89
				B 01 215 032	HEALTH BD SHARE		\$60.98
				B 01 215 018	Retirees		\$8,318.12
				E 01 005 020 000 000 291	K Smith		\$602.90
PO#:	Voucher #:	64165	Invoice	Invoice No:	S2019060	9/20/2018	Paid Amt: \$35,429.89
							Check Amount: \$35,429.89
0716	SBC	62239	4551		ANNE LEWIS		Check
				E 01 020 296 031 000 305	VB VS NYA		\$96.00
PO#:	Voucher #:	64242	Invoice	Invoice No:	0913218	9/27/2018	Paid Amt: \$96.00
							Check Amount: \$96.00
0716	SBC	62240	7620		BRADY STEVENS		Check
				E 01 020 294 026 000 305	FB VS JORDAN		\$90.00
PO#:	Voucher #:	64229	Invoice	Invoice No:	09212018	9/27/2018	Paid Amt: \$90.00
							Check Amount: \$90.00
0716	SBC	62241	1238		CENTRAL PUBLIC SCHOOLS		Check
				E 01 020 296 031 000 369	VBALL 8TH GR TOURNEY 10/13		\$100.00
PO#: 16935	Voucher #:	64238	Invoice	Invoice No:	10132018	9/27/2018	Paid Amt: \$100.00
							Check Amount: \$100.00
0716	SBC	62242	7623		CRAIG SCHUMACHER		Check
				E 01 020 294 026 000 305	FB VS JORDAN		\$90.00
PO#:	Voucher #:	64233	Invoice	Invoice No:	09212018	9/27/2018	Paid Amt: \$90.00
							Check Amount: \$90.00
0716	SBC	62243	7621		DAVID KRZMARZICK		Check
				E 01 020 294 026 000 305	FB VS JORDAN		\$90.00
PO#:	Voucher #:	64230	Invoice	Invoice No:	09212018	9/27/2018	Paid Amt: \$90.00
							Check Amount: \$90.00
0716	SBC	62244	7626		JAGUAR COMMUNICATIONS		Check
				E 01 011 810 000 000 331	Oak Crest Telephone		\$1,370.53
				E 01 011 850 000 302 530	PHONE SYSTEM		\$6,963.64
PO#:	Voucher #:	64243	Invoice	Invoice No:	106308	9/27/2018	Paid Amt: \$8,334.17
				E 01 020 810 000 000 331	HS Oper & Maint Telephone		\$1,801.42

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62244	7626		JAGUAR COMMUNICATIONS		Check		
				E 01	020 850 000 302 530	PHONE SYSTEM		\$10,174.25	
PO#:		Voucher #:	64244	Invoice	Invoice No: 106218	9/27/2018	Paid Amt:	\$11,975.67	
				E 01	005 810 000 000 331	Telephone		\$650.27	
				E 01	005 850 000 302 530	PHONE SYSTEM		\$2,591.69	
PO#:		Voucher #:	64245	Invoice	Invoice No: 93168	9/27/2018	Paid Amt:	\$3,241.96	
				E 01	010 810 000 000 331	Elem Oper & Maint Telephone		\$1,743.43	
				E 01	010 850 000 302 530	PHONE SYSTEM		\$8,554.71	
PO#:		Voucher #:	64246	Invoice	Invoice No: 106248	9/27/2018	Paid Amt:	\$10,298.14	
							Check Amount:	\$33,849.94	
0716	SBC	62245	6485		JASON PALO		Check		
				E 01	020 294 026 000 305	FB VS JORDAN		\$90.00	
PO#:		Voucher #:	64231	Invoice	Invoice No: 09212018	9/27/2018	Paid Amt:	\$90.00	
							Check Amount:	\$90.00	
0716	SBC	62246	6533		MACH LUMBER INC		Check		
				R 01	020 255 000 000 619	LUMBER FOR SHEDS		\$1,194.68	
PO#:		Voucher #:	64227	Invoice	Invoice No: 585474	9/27/2018	Paid Amt:	\$1,194.68	
				R 01	020 255 000 000 619	LUMBER FOR SHEDS		\$792.49	
PO#:		Voucher #:	64228	Invoice	Invoice No: 585568	9/27/2018	Paid Amt:	\$792.49	
							Check Amount:	\$1,987.17	
0716	SBC	62247	7624		MARK MAUER		Check		
				E 01	020 294 026 000 305	FB VS MARSHALL		\$90.00	
PO#:		Voucher #:	64240	Invoice	Invoice No: 09072018	9/27/2018	Paid Amt:	\$90.00	
							Check Amount:	\$90.00	
0716	SBC	62248	1787		MASSP		Check		
				E 01	030 051 000 000 366	School Law Seminar		\$160.00	
PO#: 16955		Voucher #:	64234	Invoice	Invoice No: 10022018	9/27/2018	Paid Amt:	\$160.00	
				E 01	020 052 000 000 366	MASSP Schoo Law Seminar		\$160.00	
PO#: 16962		Voucher #:	64235	Invoice	Invoice No: 10022018	9/27/2018	Paid Amt:	\$160.00	
							Check Amount:	\$320.00	
0716	SBC	62249	6893		RYAN LAAGER		Check		
				E 01	005 020 000 000 366	MILEAGE - R LAAGER		\$73.68	
PO#:		Voucher #:	64236	Invoice	Invoice No: 08242018	9/27/2018	Paid Amt:	\$73.68	
				E 01	005 020 000 000 331	CELL PHONE - AUGUST		\$60.76	
PO#:		Voucher #:	64237	Invoice	Invoice No: 09202018	9/27/2018	Paid Amt:	\$60.76	
							Check Amount:	\$134.44	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62250	7622		SETH HOSCHEIT		Check		
				E 01 020 294 026 000 305	FB VS JORDAN			\$90.00	
PO#:	Voucher #:	64232	Invoice	Invoice No:	09212018	9/27/2018	Paid Amt:	\$90.00	
							Check Amount:	\$90.00	
0716	SBC	62251	2119		SIBLEY EAST		Check		
				E 01 020 296 031 000 369	C SQUAD TOURNEY - 9/29			\$100.00	
PO#: 16934	Voucher #:	64239	Invoice	Invoice No:	09292018	9/27/2018	Paid Amt:	\$100.00	
							Check Amount:	\$100.00	
0716	SBC	62252	7625		THOMAS MAUER		Check		
				E 01 020 294 026 000 305	FB VS MARSHALL			\$90.00	
PO#:	Voucher #:	64241	Invoice	Invoice No:	09072018	9/27/2018	Paid Amt:	\$90.00	
							Check Amount:	\$90.00	
0716	SBC	62253	6546		US BANK		Check		
				E 07 005 910 000 000 790	MN GO BONDS 2009B			\$500.00	
PO#:	Voucher #:	64224	Invoice	Invoice No:	5062851	9/27/2018	Paid Amt:	\$500.00	
				E 07 005 910 000 000 790	MN GO SCHOOL BUILDING REF BONDS 201			\$500.00	
PO#:	Voucher #:	64225	Invoice	Invoice No:	5062853	9/27/2018	Paid Amt:	\$500.00	
				E 07 005 910 000 000 790	MN GO ALTERNATIVE FACILITIES REFUNDII			\$450.00	
PO#:	Voucher #:	64226	Invoice	Invoice No:	5001727	9/27/2018	Paid Amt:	\$450.00	
							Check Amount:	\$1,450.00	
0716	SBC	62254	1123		BELLE PLAINE ED ASSOC		Check		
				B 01 215 030	MEA DUES			\$4,910.33	
PO#:	Voucher #:	64302	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt:	\$4,910.33	
							Check Amount:	\$4,910.33	
0716	SBC	62255	1134		BELLE PLAINE SCHOOL		Check		
				B 01 215 027	MED EXP-CAF			\$319.17	
				B 01 215 029	DAY CARE-CAF			\$3,881.50	
PO#:	Voucher #:	64303	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt:	\$4,200.67	
							Check Amount:	\$4,200.67	
0716	SBC	62256	6451		Belle Plaine Schools Dental Ins Account		Check		
				B 01 215 025	DENTAL INSURANCE			\$5,208.98	
				B 01 215 031	DENTAL BD SHARE			\$6,069.40	
				B 01 215 017	Retirees			\$1,351.89	
				B 01 215 017	Retiree family			\$124.59	
PO#:	Voucher #:	64307	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt:	\$12,754.86	
							Check Amount:	\$12,754.86	
0716	SBC	62257	6482		Belle Plaine Schools Health Ins Acct		Check		
				B 01 215 019	HEALTH INS. FLEXED EMPL DED			\$32,915.82	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62257	6482		Belle Plaine Schools Health Ins Acct		Check
				B 01 215 032	HEALTH BD SHARE	\$96,099.65	
PO#:	Voucher #:	64308	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$129,015.47
							Check Amount: \$129,015.47
0716	SBC	62258	1178		BPESPA		Check
				B 01 215 080	MESP/NEA DUES NON CE	\$1,895.30	
PO#:	Voucher #:	64304	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$1,895.30
							Check Amount: \$1,895.30
0716	SBC	62259	7052		FIDELITY SECURITY LIFE INS EYE MED		Check
				B 01 215 037	EYEMED-EMPLOYEE W/H	\$548.14	
				B 01 215 037	COBRA LaJeunesse	\$12.27	
				B 01 215 037	COBRA L Green	\$4.17	
PO#:	Voucher #:	64309	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$564.58
							Check Amount: \$564.58
0716	SBC	62260	6122		NATIONAL INSURANCE SERVICE of WI		Check
				B 01 215 016	Life Ret/Cobra Ins	\$23.60	
				B 01 215 021	SUPPLEMENTAL LIFE	\$472.50	
				B 01 215 022	LONG TERM DISABILITY	\$1,209.72	
				B 01 215 023	LIFE INSURANCE	\$1,396.50	
				B 01 215 023	LIFE Ins Crdt J Cariveau	(\$6.65)	
				B 01 215 016	Retirees Greenx2RCCGDK KL SS	\$41.30	
				B 01 215 022	LTD Credit J Cariveau	(\$6.24)	
				B 01 215 021	Summer para's no check repay	(\$112.50)	
				B 01 215 016	Retirees Carlson Kruschke	\$15.00	
				B 01 215 021	Deduct on Sep pchk but not on bill then Alto Knc	\$30.00	
PO#:	Voucher #:	64306	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$3,063.23
							Check Amount: \$3,063.23
0716	SBC	62261	1836		NCPERS MINNESOTA		Check
				B 01 215 024	PERA LIFE	\$80.00	
				B 01 215 024	Summer Para's w no check now reimbsd	(\$48.00)	
PO#:	Voucher #:	64305	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$32.00
							Check Amount: \$32.00
0716	SBC	62262	7630		ADAM BERG		Check
				E 01 020 294 026 000 305	FB VS WORTHINGTON	\$90.00	
PO#:	Voucher #:	64361	Invoice	Invoice No:	09282018	10/4/2018	Paid Amt: \$90.00
							Check Amount: \$90.00
0716	SBC	62263	4777		ANDERSON'S SCHOOL SPIRIT		Check
				R 01 020 211 000 000 619	CLASS 2019 - Homecoming Spirit Items	\$637.85	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62263	4777		ANDERSON'S SCHOOL SPIRIT		Check		
				R 01	020 292 000 000 619	CLASS 2019 - 2018 HComing Royalty Supplies		\$236.84	
				R 01	020 292 000 000 619	CLASS 2019 - Freight		\$152.44	
	PO#: 16872	Voucher #:	64347	Invoice	Invoice No: 7562079	10/4/2018	Paid Amt:	\$1,027.13	
							Check Amount:	\$1,027.13	
0716	SBC	62264	4551		ANNE LEWIS		Check		
				E 01	020 296 031 000 305	VB VS HFCHS		\$96.00	
	PO#:	Voucher #:	64359	Invoice	Invoice No: 10022018	10/4/2018	Paid Amt:	\$96.00	
							Check Amount:	\$96.00	
0716	SBC	62265	1125		BELLE PLAINE HERALD		Check		
				R 01	020 211 000 000 619	Homecoming Buttons		\$237.50	
	PO#: 17005	Voucher #:	64352	Invoice	Invoice No: 25810	10/4/2018	Paid Amt:	\$237.50	
							Check Amount:	\$237.50	
0716	SBC	62266	7139		BLUE EARTH HIGH SCHOOL		Check		
				E 01	020 292 037 000 369	Meet 10/9 Both Girls/Boys		\$40.00	
	PO#: 17016	Voucher #:	64367	Invoice	Invoice No: 10092018	10/4/2018	Paid Amt:	\$40.00	
							Check Amount:	\$40.00	
0716	SBC	62267	1238		CENTRAL PUBLIC SCHOOLS		Check		
				E 01	020 296 031 000 369	8TH Grade Vball Tourney 10/13/18		\$50.00	
	PO#: 17012	Voucher #:	64365	Invoice	Invoice No: 10132018	10/4/2018	Paid Amt:	\$50.00	
							Check Amount:	\$50.00	
0716	SBC	62268	6913		CITY OF BLOOMINGTON		Check		
				E 01	011 203 111 000 401	Grade 4 River Rendezvous field trip on 9/19/18		\$1,228.50	
	PO#: 16902	Voucher #:	64356	Invoice	Invoice No: 354684	10/4/2018	Paid Amt:	\$1,228.50	
							Check Amount:	\$1,228.50	
0716	SBC	62269	7632		DONALD BRATTON		Check		
				E 01	020 294 026 000 305	FB VS WORTHINGTON		\$90.00	
	PO#:	Voucher #:	64364	Invoice	Invoice No: 09282018	10/4/2018	Paid Amt:	\$90.00	
							Check Amount:	\$90.00	
0716	SBC	62270	6516		ERIC SAUGEN		Check		
				E 01	020 296 031 000 305	VB VS MANKATO WEST		\$96.00	
	PO#:	Voucher #:	64360	Invoice	Invoice No: 10012018	10/4/2018	Paid Amt:	\$96.00	
							Check Amount:	\$96.00	
0716	SBC	62271	6846		ISD 2752		Check		
				E 01	020 294 028 000 369	Meet 10/4 Girl & Boys		\$60.00	
	PO#: 17017	Voucher #:	64368	Invoice	Invoice No: 10042018	10/4/2018	Paid Amt:	\$60.00	
							Check Amount:	\$60.00	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62272	7631		JOSH THUROW		Check
				E 01 020 294 026 000 305	FB VS WORTHINGTON	\$90.00	
PO#:	Voucher #:	64363	Invoice	Invoice No:	09282018	10/4/2018	Paid Amt: \$90.00
							Check Amount: \$90.00
0716	SBC	62273	2684		LE SUEUR-HENDERSON SCHOOL		Check
				E 01 020 292 037 000 369	Meet 10/2 Ney Center-Coed	\$90.00	
PO#: 17015	Voucher #:	64366	Invoice	Invoice No:	10022018	10/4/2018	Paid Amt: \$90.00
							Check Amount: \$90.00
0716	SBC	62274	6992		MSOPA		Check
				E 01 005 110 000 000 820	MEMBERSHIP - K DAVIS	\$50.00	
PO#:	Voucher #:	64354	Invoice	Invoice No:	10042018	10/4/2018	Paid Amt: \$50.00
							Check Amount: \$50.00
0716	SBC	62275	7618		NATALIE STORLIE		Check
				E 04 005 505 000 321 430	American Red Cross Books	\$188.49	
PO#: 16965	Voucher #:	64357	Invoice	Invoice No:	PH00549000	10/4/2018	Paid Amt: \$188.49
							Check Amount: \$188.49
0716	SBC	62276	5764		SW CHRISTIAN HIGH SCHOOL		Check
				E 01 020 296 031 000 369	B Squad Vball tournament	\$100.00	
PO#: 16976	Voucher #:	64358	Invoice	Invoice No:	10062018	10/4/2018	Paid Amt: \$100.00
							Check Amount: \$100.00
0716	SBC	62277	3148		THOMAS SCHILLER		Check
				E 01 020 294 026 000 305	FB VS WORTHINGTON	\$90.00	
PO#:	Voucher #:	64362	Invoice	Invoice No:	09282018	10/4/2018	Paid Amt: \$90.00
							Check Amount: \$90.00
0716	SBC	62278	5801		TRI-CITY UNITED PUBLIC SCHOOL		Check
				E 01 020 296 031 000 369	7th Grade Tourney 10/13/18	\$100.00	
PO#: 17018	Voucher #:	64369	Invoice	Invoice No:	10132018	10/4/2018	Paid Amt: \$100.00
							Check Amount: \$100.00
0716	SBC	62279	6556		TWO GUYS FROM SCOTT COUNTY INC		Check
				E 01 010 203 110 000 401	1st Grade Presentations 10/16 and 12/19	\$60.00	
PO#: 16991	Voucher #:	64353	Invoice	Invoice No:	MN-68	10/4/2018	Paid Amt: \$60.00
							Check Amount: \$60.00
0716	SBC	62280	2272		US BANK OPERATIONS CENTER		Check
				E 07 005 910 000 000 790	MN GO ALTERNATIVE FACILITIES REFUNDI	\$450.00	
PO#:	Voucher #:	64355	Invoice	Invoice No:	5001727	10/4/2018	Paid Amt: \$450.00
							Check Amount: \$450.00

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Co	Bank	Check No	Code	Rcd	Vendor		Pmt/Void Date		Pmt Type
0716	SBC	62281	2790		ANOKA-HENNEPIN SCHOOL DIST				Check
				E 01	020 211 000 000 390	CARE AND TREATMENT TUITION BILLING		\$362.30	
PO#:	Voucher #:	64426	Invoice	Invoice No:	32993		10/12/2018		Paid Amt: \$362.30
									Check Amount: \$362.30
0716	SBC	62282	3683		DAN FORD				Check
				E 01	020 294 026 000 305	FB VS MAYER LUTHERAN		\$120.00	
PO#:	Voucher #:	64442	Invoice	Invoice No:	09102018		10/12/2018		Paid Amt: \$120.00
									Check Amount: \$120.00
0716	SBC	62283	7138		HEGGIES PIZZA				Check
				E 01	011 203 111 000 401	Large Double Cheese		\$1,762.20	
				E 01	011 203 111 000 401	Large Sausage		\$1,152.91	
				E 01	011 203 111 000 401	Large Pepperoni		\$3,458.73	
				E 01	011 203 111 000 401	Large Sausage & Pepperoni		\$2,604.96	
				E 01	011 203 111 000 401	Large Sausage & Mushroom		\$934.65	
				E 01	011 203 111 000 401	Large Inferno		\$950.13	
				E 01	011 203 111 000 401	Large Deluxe		\$2,833.88	
				E 01	011 203 111 000 401	Large Six Pack		\$3,720.34	
				E 01	011 203 111 000 401	Large Chicken Alfredo		\$2,296.42	
				E 01	011 203 111 000 401	Large Breakfast Pizza		\$1,877.62	
				E 01	011 203 111 000 401	Large BCB		\$1,591.44	
PO#: 17022	Voucher #:	64424	Invoice	Invoice No:	156511		10/12/2018		Paid Amt: \$23,183.28
									Check Amount: \$23,183.28
0716	SBC	62284	1607		ISD 287				Check
				E 01	020 211 000 000 390	FY18 ALC BILLING - PERIOD 4		\$517.06	
PO#:	Voucher #:	64427	Invoice	Invoice No:	76644		10/12/2018		Paid Amt: \$517.06
									Check Amount: \$517.06
0716	SBC	62285	3523		LORI LATZKE				Check
				E 01	020 296 031 000 305	VB VS HFCHS		\$96.00	
PO#:	Voucher #:	64430	Invoice	Invoice No:	10022018		10/12/2018		Paid Amt: \$96.00
				E 01	020 296 031 000 305	VB VS JORDAN		\$96.00	
PO#:	Voucher #:	64431	Invoice	Invoice No:	10042018		10/12/2018		Paid Amt: \$96.00
									Check Amount: \$192.00
0716	SBC	62286	3572		LYNN WILMES				Check
				E 01	020 296 031 000 305	VB VS MANKATO WEST		\$96.00	
PO#:	Voucher #:	64428	Invoice	Invoice No:	10012018		10/12/2018		Paid Amt: \$96.00
				E 01	020 296 031 000 305	VB VS JORDAN		\$96.00	
PO#:	Voucher #:	64429	Invoice	Invoice No:	10042018		10/12/2018		Paid Amt: \$96.00
									Check Amount: \$192.00

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62287	1992		PRAIRIE TRUCKING INC		Check
				E 01	005 760 000 720 361	SPED TRANSPORTATION	\$37,940.38
PO#:	Voucher #:	64441	Invoice	Invoice No:	SEPTEMBER 2018	10/12/2018	Paid Amt: \$37,940.38
							Check Amount: \$37,940.38
0716	SBC	62288	6159		RYAN DYKSTRA		Check
				E 01	020 294 026 000 305	FB VS MAYER LUTHERAN	\$120.00
PO#:	Voucher #:	64422	Invoice	Invoice No:	09102018	10/12/2018	Paid Amt: \$120.00
							Check Amount: \$120.00
0716	SBC	62289	5014		STAGES THEATRE COMPANY		Check
				E 01	010 203 110 000 401	1st Grade Field Trip 12/13/18	\$1,406.00
				E 01	010 203 110 000 401	handling fee	\$10.00
PO#: 16930	Voucher #:	64341	Invoice	Invoice No:	63517	10/12/2018	Paid Amt: \$1,416.00
							Check Amount: \$1,416.00
0716	SBC	62290	2164		STIER TRANSPORTATION SERVICES		Check
				E 01	005 760 000 720 361	Regular Transportation	\$88,838.94
PO#:	Voucher #:	64425	Invoice	Invoice No:	SEPTEMBER 2018	10/12/2018	Paid Amt: \$88,838.94
							Check Amount: \$88,838.94
0716	SBC	62291	7630		ADAM BERG		Check
				E 01	020 294 026 000 305	FB VS FAIRMONT	\$90.00
PO#:	Voucher #:	64454	Invoice	Invoice No:	10122018	10/18/2018	Paid Amt: \$90.00
							Check Amount: \$90.00
0716	SBC	62292	2329		BLUE CROSS BLUE SHIELD of MN		Check
				B 01	215 018	RETIREE INS	\$366.00
PO#:	Voucher #:	64457	Invoice	Invoice No:	1001651136000	10/18/2018	Paid Amt: \$366.00
							Check Amount: \$366.00
0716	SBC	62293	7649		DEAN KOCKELMAN		Check
				E 01	020 294 026 000 305	FB VS FAIRMONT	\$90.00
PO#:	Voucher #:	64633	Invoice	Invoice No:	10122018	10/18/2018	Paid Amt: \$90.00
							Check Amount: \$90.00
0716	SBC	62294	7640		ERIC JENSEN		Check
				E 01	020 294 026 000 305	FB VS FAIRMONT	\$90.00
PO#:	Voucher #:	64455	Invoice	Invoice No:	10122018	10/18/2018	Paid Amt: \$90.00
							Check Amount: \$90.00
0716	SBC	62295	6516		ERIC SAUGEN		Check
				E 01	020 296 031 000 305	VB VS LSH	\$96.00
PO#:	Voucher #:	64458	Invoice	Invoice No:	10112018	10/18/2018	Paid Amt: \$96.00
							Check Amount: \$96.00

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62296	7642		KIMBERLY CRAWFORD		Check		
				R 01	000 000 000 000 051	OVERPAYMENT - DANYELLA MEYER		\$10.00	
PO#:	Voucher #:	64459	Invoice	Invoice No:	10152018	10/18/2018	Paid Amt:	\$10.00	
							Check Amount:	\$10.00	
0716	SBC	62297	3523		LORI LATZKE		Check		
				E 01	020 296 031 000 305	VB VS LSH		\$96.00	
PO#:	Voucher #:	64461	Invoice	Invoice No:	10112018	10/18/2018	Paid Amt:	\$96.00	
							Check Amount:	\$96.00	
0716	SBC	62298	4145		MEDICAREBLUE RX		Check		
				B 01	215 018	RETIREE INS		\$450.00	
PO#:	Voucher #:	64632	Invoice	Invoice No:	182790290128	10/18/2018	Paid Amt:	\$450.00	
							Check Amount:	\$450.00	
0716	SBC	62299	7641		MICHAEL KARNAS		Check		
				E 01	020 294 026 000 305	FB VS FAIRMONT		\$90.00	
PO#:	Voucher #:	64456	Invoice	Invoice No:	10122018	10/18/2018	Paid Amt:	\$90.00	
							Check Amount:	\$90.00	
0716	SBC	62300	2773		MIKE KLIMA		Check		
				E 01	020 294 026 000 305	FB VS MAYER LUTHERAN		\$120.00	
PO#:	Voucher #:	64463	Invoice	Invoice No:	09102018	10/18/2018	Paid Amt:	\$120.00	
							Check Amount:	\$120.00	
0716	SBC	62301	2786		MSHSBCA		Check		
				E 01	020 294 024 000 366	Coaches Clinic 10/26/18-P Schultz		\$70.00	
				E 01	020 294 024 000 366	Coaches Cl 10/26/18- M Schultz		\$70.00	
				E 01	020 294 024 000 366	Coaches Cl 10/26/18-M Ruehline		\$70.00	
				E 01	020 294 024 000 366	Coaches Cl 10/26/18-E Burgemeister		\$70.00	
PO#: 17067	Voucher #:	64462	Invoice	Invoice No:	10262018	10/18/2018	Paid Amt:	\$280.00	
							Check Amount:	\$280.00	
0716	SBC	62302	7639		PAT BAUSCHELT		Check		
				E 01	020 294 026 000 305	FB VS FAIRMONT		\$90.00	
PO#:	Voucher #:	64453	Invoice	Invoice No:	10122018	10/18/2018	Paid Amt:	\$90.00	
							Check Amount:	\$90.00	
0716	SBC	62303	6111		RAM MUTUAL INSURANCE COMPANY		Check		
				E 01	005 930 000 000 270	Workers Compensation		\$2,172.30	
PO#:	Voucher #:	64646	Invoice	Invoice No:	162728	10/18/2018	Paid Amt:	\$2,172.30	
							Check Amount:	\$2,172.30	
0716	SBC	62304	4205		SCRIPPS NATIONAL SPELLING BEE, INC		Check		
				E 01	011 203 000 000 430	Registration for Spelling Bee		\$160.00	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62304	4205		SCRIPPS NATIONAL SPELLING BEE, INC		Check		
				E 01	011 203 000 000 430	check handling fee		\$7.50	
	PO#: 17076	Voucher #: 64634	Invoice		Invoice No: SK32-327991	10/18/2018	Paid Amt:	\$167.50	
							Check Amount:	\$167.50	
0716	SBC	62305	7643		TELIN TRANSPORTATION GROUP LLC		Check		
				E 01	005 760 075 302 548	PURCHASE OF 2019 THOMAS VAN		\$53,728.20	
	PO#:	Voucher #: 64460	Invoice		Invoice No: 2763	10/18/2018	Paid Amt:	\$53,728.20	
							Check Amount:	\$53,728.20	
0716	SBC	62306	7646		MTCA		Check		
				E 01	020 296 030 000 366	STATE TENNIS BANQUET		\$100.00	
	PO#: 17082	Voucher #: 64647	Invoice		Invoice No: 10222018	10/18/2018	Paid Amt:	\$100.00	
							Check Amount:	\$100.00	
0716	SBC	62307	1123		BELLE PLAINE ED ASSOC		Check		
				B 01	215 030	MEA DUES		\$4,927.11	
	PO#:	Voucher #: 64527	Invoice		Invoice No: S2019080	10/19/2018	Paid Amt:	\$4,927.11	
							Check Amount:	\$4,927.11	
0716	SBC	62308	1134		BELLE PLAINE SCHOOL		Check		
				B 01	215 027	MED EXP-CAF		\$319.17	
				B 01	215 029	DAY CARE-CAF		\$4,029.50	
	PO#:	Voucher #: 64528	Invoice		Invoice No: S2019080	10/19/2018	Paid Amt:	\$4,348.67	
							Check Amount:	\$4,348.67	
0716	SBC	62309	6482		Belle Plaine Schools Health Ins Acct		Check		
				B 01	215 032	HEALTH BD SHARE para's without funds Oct 5		\$166.00	
	PO#:	Voucher #: 64525	Credit		Invoice No: S2019080	10/19/2018	Paid Amt:	(\$166.00)	
				B 01	215 019	HEALTH INS. FLEXED EMPL DED		\$33,299.82	
				B 01	215 018	retirees		\$8,270.08	
	PO#:	Voucher #: 64530	Invoice		Invoice No: S2019080	10/19/2018	Paid Amt:	\$41,569.90	
							Check Amount:	\$41,403.90	
0716	SBC	62310	1178		BPESPA		Check		
				B 01	215 080	MESP/NEA DUES NON CE		\$1,044.94	
	PO#:	Voucher #: 64529	Invoice		Invoice No: S2019080	10/19/2018	Paid Amt:	\$1,044.94	
							Check Amount:	\$1,044.94	
0716	SBC	62311	3683		DAN FORD		Check		
				E 01	020 294 026 000 305	FB VS NEW ULM		\$75.00	
	PO#:	Voucher #: 64685	Invoice		Invoice No: 10082018	10/24/2018	Paid Amt:	\$75.00	
							Check Amount:	\$75.00	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62312	2772		JEFFREY MONAHAN		Check
				E 01	020 294 026 000 305	FB VS NEW ULM	\$75.00
	PO#:	Voucher #:	64683	Invoice	Invoice No: 10082018	10/24/2018	Paid Amt: \$75.00
							Check Amount: \$75.00
0716	SBC	62313	2773		MIKE KLIMA		Check
				E 01	020 294 026 000 305	FB VS NEW ULM	\$75.00
	PO#:	Voucher #:	64684	Invoice	Invoice No: 10082018	10/24/2018	Paid Amt: \$75.00
							Check Amount: \$75.00
0716	SBC	62314	7633		GUNNER GELLER		Check
				E 01	020 211 000 000 403	Ink and Paper supplies for larg printer	\$500.00
	PO#: 17036	Voucher #:	64688	Invoice	Invoice No: 10232018	10/24/2018	Paid Amt: \$500.00
							Check Amount: \$500.00
							Report Total: \$502,335.75

Less Voided Checks (1,129.68)

\$501,206.07

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
0716	SBC	60351	4315		CREATIVE PRODUCT SOURCING, INC		Check	
				E 01 011 203 111 000 401	T-Shirts for DARE Graduation		\$1,129.68	
				E 01 011 203 111 000 401	CITY PAID		(\$1,129.68)	
	PO#: 14634	Voucher #:	58255	Invoice	Invoice No: 102738	10/2/2018 CITY PAID	Paid Amt: (\$1,129.68)	
							Check Amount:	(\$1,129.68)
							Report Total:	(\$1,129.68)

Electronic Pmts

**Belle Plaine Public Schools
Detail Payment Register By Check No.**

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	1873			MN.TEACHERS RETIRE.ASSOC		Wire		
			B 01	215 004	TEACHER RETIREMENT			\$170.75	
PO#:		Voucher #:	64159	Invoice	Invoice No: S201906S0	9/20/2018	Paid Amt:	\$170.75	
			B 01	215 004	TEACHER RETIREMENT			\$47,322.23	
PO#:		Voucher #:	64166	Invoice	Invoice No: S2019060	9/20/2018	Paid Amt:	\$47,322.23	
							Check Amount:	\$47,492.98	
0716	SBC	1977			PERA		Wire		
			B 01	215 005	PERA			\$9,940.05	
PO#:		Voucher #:	64167	Invoice	Invoice No: S2019060	9/20/2018	Paid Amt:	\$9,940.05	
							Check Amount:	\$9,940.05	
0716	SBC	2330			FEDERAL		Wire		
			B 01	215 001	FEDERAL			\$38.43	
PO#:		Voucher #:	64160	Invoice	Invoice No: S201906S0	9/20/2018	Paid Amt:	\$38.43	
			B 01	215 003	FICA			\$32.56	
PO#:		Voucher #:	64161	Invoice	Invoice No: S201906S0	9/20/2018	Paid Amt:	\$32.56	
			B 01	215 003	FICA			\$139.22	
PO#:		Voucher #:	64162	Invoice	Invoice No: S201906S0	9/20/2018	Paid Amt:	\$139.22	
			B 01	215 001	FEDERAL			\$24,693.56	
PO#:		Voucher #:	64168	Invoice	Invoice No: S2019060	9/20/2018	Paid Amt:	\$24,693.56	
			B 01	215 003	FICA			\$10,553.08	
PO#:		Voucher #:	64169	Invoice	Invoice No: S2019060	9/20/2018	Paid Amt:	\$10,553.08	
			B 01	215 003	FICA			\$45,122.56	
PO#:		Voucher #:	64170	Invoice	Invoice No: S2019060	9/20/2018	Paid Amt:	\$45,122.56	
							Check Amount:	\$80,579.41	
0716	SBC	2331			STATE OF MINNESOTA		Wire		
			B 01	215 002	STATE TAX			\$26.58	
PO#:		Voucher #:	64163	Invoice	Invoice No: S201906S0	9/20/2018	Paid Amt:	\$26.58	
			B 01	215 002	STATE TAX			\$13,396.25	
PO#:		Voucher #:	64171	Invoice	Invoice No: S2019060	9/20/2018	Paid Amt:	\$13,396.25	
							Check Amount:	\$13,422.83	
0716	SBC	2735			MII LIFE - VEBA/HSA		Wire		
			B 01	215 038	MFS SERVICE CENTER INC			\$1,493.09	
PO#:		Voucher #:	64172	Invoice	Invoice No: S2019060	9/20/2018	Paid Amt:	\$1,493.09	
							Check Amount:	\$1,493.09	
0716	SBC	5579			EDUCATORS BENEFIT CONSULTANTS		Wire		
			B 01	215 035	AMERIEXF BRD SHARE ANNUITY			\$890.80	
			B 01	215 065	IDS			\$1,000.80	
PO#:		Voucher #:	64173	Invoice	Invoice No: S2019060	9/20/2018	Paid Amt:	\$1,891.60	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	5579			EDUCATORS BENEFIT CONSULTANTS		Wire		
			B 01	215 061	FIDELITY FDS.			\$574.26	
PO#:	Voucher #:	64174	Invoice	Invoice No:	S2019060	9/20/2018	Paid Amt:	\$574.26	
			B 01	215 053	HORACE MANN INSURANC			\$5,004.98	
PO#:	Voucher #:	64175	Invoice	Invoice No:	S2019060	9/20/2018	Paid Amt:	\$5,004.98	
			B 01	215 008	ING -ANNUITIES			\$34.00	
PO#:	Voucher #:	64176	Invoice	Invoice No:	S2019060	9/20/2018	Paid Amt:	\$34.00	
			B 01	215 043	ING ANNUITY			\$108.80	
PO#:	Voucher #:	64177	Invoice	Invoice No:	S2019060	9/20/2018	Paid Amt:	\$108.80	
			B 01	215 033	MEA ESI BRD SHARE ANNUITY			\$515.89	
			B 01	215 076	MEA-ESI			\$515.89	
PO#:	Voucher #:	64178	Invoice	Invoice No:	S2019060	9/20/2018	Paid Amt:	\$1,031.78	
			B 01	215 095	OPPENHEIMER FUNDS			\$8,115.90	
PO#:	Voucher #:	64179	Invoice	Invoice No:	S2019060	9/20/2018	Paid Amt:	\$8,115.90	
			B 01	215 059	LUTHERAN BROTHERHOOD			\$1,743.20	
PO#:	Voucher #:	64180	Invoice	Invoice No:	S2019060	9/20/2018	Paid Amt:	\$1,743.20	
			B 01	215 034	VALIC BRD SHARE ANNUITY			\$392.55	
			B 01	215 042	VALIC ANNUITY CO			\$392.55	
PO#:	Voucher #:	64181	Invoice	Invoice No:	S2019060	9/20/2018	Paid Amt:	\$785.10	
								Check Amount:	\$19,289.62
0716	SBC	5194			MN REVENUE		Wire		
			E 01	005 110 000 000 401	August 2018 Sales TAX			\$182.00	
PO#:	Voucher #:	64220	Invoice	Invoice No:	August 2018	9/20/2018	Paid Amt:	\$182.00	
								Check Amount:	\$182.00
0716	SBC	1873			MN.TEACHERS RETIRE.ASSOC		Wire		
			B 01	215 004	TEACHER RETIREMENT			\$44,095.91	
PO#:	Voucher #:	64310	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt:	\$44,095.91	
								Check Amount:	\$44,095.91
0716	SBC	1977			PERA		Wire		
			B 01	215 005	PERA			\$12,177.70	
PO#:	Voucher #:	64311	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt:	\$12,177.70	
								Check Amount:	\$12,177.70
0716	SBC	2330			FEDERAL		Wire		
			B 01	215 001	FEDERAL			\$22,496.17	
PO#:	Voucher #:	64312	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt:	\$22,496.17	
			B 01	215 003	FICA			\$9,729.14	
PO#:	Voucher #:	64313	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt:	\$9,729.14	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	2330			FEDERAL		Wire
			B 01	215 003	FICA	\$41,601.62	
PO#:	Voucher #:	64314	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$41,601.62
							Check Amount: \$73,826.93
0716	SBC	2331			STATE OF MINNESOTA		Wire
			B 01	215 002	STATE TAX	\$12,270.81	
PO#:	Voucher #:	64315	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$12,270.81
							Check Amount: \$12,270.81
0716	SBC	2735			MII LIFE - VEBA/HSA		Wire
			B 01	215 020	VEBA	\$100,450.06	
			B 01	215 038	MFS SERVICE CENTER INC	\$1,643.09	
PO#:	Voucher #:	64316	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$102,093.15
							Check Amount: \$102,093.15
0716	SBC	5579			EDUCATORS BENEFIT CONSULTANTS		Wire
			B 01	215 035	AMERIEXF BRD SHARE ANNUITY	\$908.30	
			B 01	215 065	IDS	\$1,018.30	
PO#:	Voucher #:	64317	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$1,926.60
			B 01	215 061	FIDELITY FDS.	\$574.26	
PO#:	Voucher #:	64318	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$574.26
			B 01	215 053	HORACE MANN INSURANC	\$5,004.98	
PO#:	Voucher #:	64319	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$5,004.98
			B 01	215 008	ING -ANNUITIES	\$34.00	
PO#:	Voucher #:	64320	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$34.00
			B 01	215 043	ING ANNUITY	\$108.80	
PO#:	Voucher #:	64321	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$108.80
			B 01	215 033	MEA ESI BRD SHARE ANNUITY	\$415.89	
			B 01	215 076	MEA-ESI	\$515.89	
PO#:	Voucher #:	64322	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$931.78
			B 01	215 095	OPPENHEIMER FUNDS	\$7,574.24	
PO#:	Voucher #:	64323	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$7,574.24
			B 01	215 059	LUTHERAN BROTHERHOOD	\$1,743.20	
PO#:	Voucher #:	64324	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$1,743.20
			B 01	215 034	VALIC BRD SHARE ANNUITY	\$392.55	
			B 01	215 042	VALIC ANNUITY CO	\$392.55	
PO#:	Voucher #:	64325	Invoice	Invoice No:	S2019070	10/5/2018	Paid Amt: \$785.10
							Check Amount: \$18,682.96
0716	SBC	1262			CITY OF BELLE PLAINE		Wire
			E 01	011 810 000 000 332	Oak Crest Water-sewer	\$32.62	
PO#:	Voucher #:	64380	Invoice	Invoice No:	01-00002265-00-6	9/21/2018	Paid Amt: \$32.62

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	1262			CITY OF BELLE PLAINE		Wire		
			E 01 030 810 000 000 332		Jr Hi Oper & Maint Water/Sewer			\$148.06	
PO#:	Voucher #:	64381	Invoice	Invoice No:	01-00000352-00-9	9/21/2018	Paid Amt:	\$148.06	
			E 01 011 810 000 000 332		Oak Crest Water-sewer			\$387.84	
PO#:	Voucher #:	64382	Invoice	Invoice No:	01-00002232-00-4	9/21/2018	Paid Amt:	\$387.84	
			E 01 010 810 000 000 332		Elem Oper & Maint Water/Sewer			\$491.22	
PO#:	Voucher #:	64383	Invoice	Invoice No:	01-00000324-00-7	9/21/2018	Paid Amt:	\$491.22	
			E 01 020 810 000 000 332		Elem Oper & Maint Water/Sewer			\$1,100.64	
PO#:	Voucher #:	64385	Invoice	Invoice No:	01-00002187-00-7	9/21/2018	Paid Amt:	\$1,100.64	
			E 01 010 810 000 000 332		Elem Oper & Maint Water/Sewer			\$1,218.12	
PO#:	Voucher #:	64386	Invoice	Invoice No:	01-00000374-55-7	9/21/2018	Paid Amt:	\$1,218.12	
							Check Amount:	\$3,378.50	
0716	SBC	2336			XCEL ENERGY		Wire		
			E 01 030 810 000 000 330		Jr Hi Oper & Maint Electricity			\$748.90	
PO#:	Voucher #:	64384	Invoice	Invoice No:	604606738	9/21/2018	Paid Amt:	\$748.90	
							Check Amount:	\$748.90	
0716	SBC	1486			FRONTIER		Wire		
			E 01 030 810 000 000 331		Jr Hi Oper & Maint Telephone			\$97.35	
PO#:	Voucher #:	64387	Invoice	Invoice No:	952-873-4572-0127957	9/24/2018	Paid Amt:	\$97.35	
							Check Amount:	\$97.35	
0716	SBC	2800			FURTHER		Wire		
			E 01 010 203 000 000 260		Elem Other Employee Ins			\$145.70	
			E 01 011 203 000 000 260		Oak Crest Other Employee Ins			\$138.95	
			E 01 030 211 000 000 260		Jr High Gen Ed Other Employee Ins			\$23.70	
			E 01 020 211 000 000 260		HS General Flex			\$210.65	
			E 04 005 505 000 321 260		CE Flex Fees			\$15.80	
PO#:	Voucher #:	64388	Invoice	Invoice No:	09242018	9/24/2018	Paid Amt:	\$534.80	
							Check Amount:	\$534.80	
0716	SBC	1873			MN.TEACHERS RETIRE.ASSOC		Wire		
			B 01 215 018		Health Ret/Cobra Ins			\$694.72	
PO#:	Voucher #:	64526	Credit	Invoice No:	S2019080	10/19/2018	Paid Amt:	(\$694.72)	
			B 01 215 004		TEACHER RETIREMENT			\$44,585.03	
PO#:	Voucher #:	64531	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$44,585.03	
							Check Amount:	\$43,890.31	
0716	SBC	1977			PERA		Wire		
			B 01 215 005		PERA			\$12,909.45	
PO#:	Voucher #:	64532	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$12,909.45	
							Check Amount:	\$12,909.45	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	2330			FEDERAL		Wire		
			B 01 215 001		FEDERAL			\$23,411.39	
PO#:	Voucher #:	64533	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$23,411.39	
			B 01 215 003		FICA			\$10,224.24	
PO#:	Voucher #:	64534	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$10,224.24	
			B 01 215 003		FICA			\$43,717.62	
PO#:	Voucher #:	64535	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$43,717.62	
							Check Amount:	\$77,353.25	
0716	SBC	2331			STATE OF MINNESOTA		Wire		
			B 01 215 002		STATE TAX			\$12,862.15	
PO#:	Voucher #:	64536	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$12,862.15	
							Check Amount:	\$12,862.15	
0716	SBC	2735			MII LIFE - VEBA/HSA		Wire		
			B 01 215 038		MFS SERVICE CENTER INC			\$1,208.09	
PO#:	Voucher #:	64537	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$1,208.09	
							Check Amount:	\$1,208.09	
0716	SBC	5579			EDUCATORS BENEFIT CONSULTANTS		Wire		
			B 01 215 035		AMERIEXF BRD SHARE ANNUITY			\$921.31	
			B 01 215 065		IDS			\$1,031.31	
PO#:	Voucher #:	64538	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$1,952.62	
			B 01 215 061		FIDELITY FDS.			\$574.26	
PO#:	Voucher #:	64539	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$574.26	
			B 01 215 053		HORACE MANN INSURANC			\$5,389.54	
PO#:	Voucher #:	64540	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$5,389.54	
			B 01 215 008		ING -ANNUITIES			\$34.00	
PO#:	Voucher #:	64541	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$34.00	
			B 01 215 043		ING ANNUITY			\$108.80	
PO#:	Voucher #:	64542	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$108.80	
			B 01 215 033		MEA ESI BRD SHARE ANNUITY			\$290.89	
			B 01 215 076		MEA-ESI			\$515.89	
PO#:	Voucher #:	64543	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$806.78	
			B 01 215 095		OPPENHEIMER FUNDS			\$7,434.24	
PO#:	Voucher #:	64544	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$7,434.24	
			B 01 215 059		LUTHERAN BROTHERHOOD			\$1,743.20	
PO#:	Voucher #:	64545	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$1,743.20	
			B 01 215 034		VALIC BRD SHARE ANNUITY			\$342.55	
			B 01 215 042		VALIC ANNUITY CO			\$342.55	
PO#:	Voucher #:	64546	Invoice	Invoice No:	S2019080	10/19/2018	Paid Amt:	\$685.10	
							Check Amount:	\$18,728.54	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	2336			XCEL ENERGY		Wire		
			E 01	011 810 000 000 330	Oak Crest Electricity			\$8,294.86	
PO#:	Voucher #:	64693	Invoice	Invoice No:	607991573	10/4/2018	Paid Amt:	\$8,294.86	
			E 01	010 810 000 000 330	Elem Oper & Maint Electricity			\$2,243.27	
PO#:	Voucher #:	64694	Invoice	Invoice No:	607957257	10/4/2018	Paid Amt:	\$2,243.27	
								Check Amount:	\$10,538.13
0716	SBC	3414			CENTERPOINT ENERGY		Wire		
			E 01	020 810 000 000 440	Fuel-Gas			\$119.22	
PO#:	Voucher #:	64695	Invoice	Invoice No:	6124633-6	10/5/2018	Paid Amt:	\$119.22	
			E 01	011 810 000 000 440	Oak Crest Gas			\$109.66	
PO#:	Voucher #:	64696	Invoice	Invoice No:	7216495-7	10/5/2018	Paid Amt:	\$109.66	
			E 01	030 810 000 000 440	Jr Hi Oper & Maint Fuel-Gas			\$73.83	
PO#:	Voucher #:	64697	Invoice	Invoice No:	6024226-0	10/5/2018	Paid Amt:	\$73.83	
			E 01	010 810 000 000 440	Elem Oper & Maint Fuel-Gas			\$44.29	
PO#:	Voucher #:	64698	Invoice	Invoice No:	6024140-3	10/5/2018	Paid Amt:	\$44.29	
								Check Amount:	\$347.00
0716	SBC	3414			CENTERPOINT ENERGY		Wire		
			E 01	010 810 000 000 440	Elem Oper & Maint Fuel-Gas			\$799.03	
PO#:	Voucher #:	64699	Invoice	Invoice No:	6024145-2	10/10/2018	Paid Amt:	\$799.03	
			E 01	020 810 000 000 440	Fuel-Gas			\$535.77	
PO#:	Voucher #:	64700	Invoice	Invoice No:	6024135-3	10/10/2018	Paid Amt:	\$535.77	
			E 01	011 810 000 000 440	Oak Crest Gas			\$56.60	
PO#:	Voucher #:	64701	Invoice	Invoice No:	7216089-8	10/10/2018	Paid Amt:	\$56.60	
								Check Amount:	\$1,391.40
0716	SBC	2336			XCEL ENERGY		Wire		
			E 01	011 810 000 000 330	Oak Crest Electricity			\$43.63	
PO#:	Voucher #:	64702	Invoice	Invoice No:	608211360	10/17/2018	Paid Amt:	\$43.63	
								Check Amount:	\$43.63
0716	SBC	1262			CITY OF BELLE PLAINE		Wire		
			E 01	020 810 000 000 332	HS Oper & Maint Water/Sewer			\$2,278.45	
PO#:	Voucher #:	64703	Invoice	Invoice No:	01-00002187-00-7	10/22/2018	Paid Amt:	\$2,278.45	
			E 01	010 810 000 000 332	Elem Oper & Maint Water/Sewer			\$1,896.74	
PO#:	Voucher #:	64704	Invoice	Invoice No:	01-00000374-00-7	10/22/2018	Paid Amt:	\$1,896.74	
			E 01	011 810 000 000 332	Oak Crest Water-sewer			\$982.86	
PO#:	Voucher #:	64705	Invoice	Invoice No:	01-00002232-00-4	10/22/2018	Paid Amt:	\$982.86	
			E 01	030 810 000 000 332	Jr Hi Oper & Maint Water/Sewer			\$170.98	
PO#:	Voucher #:	64706	Invoice	Invoice No:	01-00000352-00-9	10/22/2018	Paid Amt:	\$170.98	
			E 01	011 810 000 000 332	Oak Crest Water-sewer			\$32.62	
PO#:	Voucher #:	64707	Invoice	Invoice No:	01-00002265-00-6	10/22/2018	Paid Amt:	\$32.62	

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
0716	SBC	1262			CITY OF BELLE PLAINE		Wire	
			E 01	010 810 000 000 332	Elem Oper & Maint Water/Sewer		\$3.66	
PO#:	Voucher #:	64708	Invoice	Invoice No:	01-00000374-55-7	10/22/2018	Paid Amt: \$3.66	
							Check Amount:	\$5,365.31
0716	SBC	2336			XCEL ENERGY		Wire	
			E 01	030 810 000 000 330	Jr Hi Oper & Maint Electricity		\$723.99	
PO#:	Voucher #:	64709	Invoice	Invoice No:	608451319	10/22/2018	Paid Amt: \$723.99	
							Check Amount:	\$723.99
0716	SBC	1486			FRONTIER		Wire	
			E 01	030 810 000 000 331	Jr Hi Oper & Maint Telephone		\$97.61	
PO#:	Voucher #:	64710	Invoice	Invoice No:	952-873-4572-0127957	10/24/2018	Paid Amt: \$97.61	
							Check Amount:	\$97.61
0716	SBC	2800			FURTHER		Wire	
			E 01	010 203 000 000 260	Elem Other Employee Ins		\$137.80	
			E 01	011 203 000 000 260	Oak Crest Other Employee Ins		\$146.85	
			E 01	030 211 000 000 260	Jr High Gen Ed Other Employee Ins		\$23.70	
			E 01	020 211 000 000 260	HS General Flex		\$201.70	
			E 04	005 505 000 321 260	CE Flex Fees		\$15.80	
PO#:	Voucher #:	64711	Invoice	Invoice No:	OCTOBER 2018	10/24/2018	Paid Amt: \$525.85	
							Check Amount:	\$525.85
							Report Total:	\$626,291.70

September PCard # 38, 211.66
 Payroll 9/20/18 # 261,120.58
 Payroll 10/5/18 # 232,114.36
 Payroll 10/19/18 # 246,461.94

 Total Electronic # 1,404,200.24

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	CSBA	2001	1125		BELLE PLAINE HERALD		Check
				E 20	200 298 942 000 401 Tennis Banners		\$245.00
	PO#: 16811	Voucher #:	63937	Invoice	Invoice No: 25717	9/7/2018	
							Paid Amt: \$245.00
							Check Amount: \$245.00
0716	CSBA	2002	4721		BELLE PLAINE SCHOOL DISTRICT		Check
				E 20	200 298 942 000 401 TENNIS - HOLIDAY INN EXPRESS		\$793.33
	PO#:	Voucher #:	63942	Invoice	Invoice No: 08052018	9/7/2018	
							Paid Amt: \$793.33
							Check Amount: \$793.33
0716	CSBA	2003	4813		BPEA		Check
				E 20	200 298 915 000 401 PEPSI		\$28.74
	PO#:	Voucher #:	63865	Invoice	Invoice No: 060918	9/7/2018	
							Paid Amt: \$28.74
							Check Amount: \$28.74
0716	CSBA	2004	2590		FAME AWARDS		Check
				E 20	200 298 943 000 401 AWARDS NIGHT		\$731.00
	PO#: 16727	Voucher #:	63940	Invoice	Invoice No: 20180888	9/7/2018	
							Paid Amt: \$731.00
							Check Amount: \$731.00
0716	CSBA	2005	5258		INSTRUMENTALIST AWARDS LLC		Check
				E 20	200 298 937 000 401 Director/ Band Award		\$119.00
	PO#: 16839	Voucher #:	63941	Invoice	Invoice No: 1802	9/7/2018	
							Paid Amt: \$119.00
							Check Amount: \$119.00
0716	CSBA	2006	4848		PEPSI-COLA		Check
				E 20	200 298 922 000 401 SEPT #1		\$1,132.92
	PO#: 16714	Voucher #:	63938	Invoice	Invoice No: 01191006	9/7/2018	
							Paid Amt: \$1,132.92
							Check Amount: \$1,132.92
0716	CSBA	2007	4758		REGION VII MAE		Check
				E 20	200 298 926 000 401 2018-19 CDE Fee		\$75.00
	PO#: 16801	Voucher #:	63939	Invoice	Invoice No: 08272018	9/7/2018	
							Paid Amt: \$75.00
							Check Amount: \$75.00
0716	CSBA	2008	4721		BELLE PLAINE SCHOOL DISTRICT		Check
				R 01	020 211 000 000 619 FFA CLOTHNG - OAK GLENN		\$543.75
	PO#: 16886	Voucher #:	64023	Invoice	Invoice No: 09142018	9/14/2018	
							Paid Amt: \$543.75
							Check Amount: \$543.75
0716	CSBA	2009	1197		BRUCE MATHIOWETZ		Check
				E 20	200 298 926 000 401 FFA - Officer Name Badges		\$105.40
	PO#: 16853	Voucher #:	64025	Invoice	Invoice No: 4	9/14/2018	
							Paid Amt: \$105.40
							Check Amount: \$105.40

Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	CSBA	2010 3219			CASH		Check		
				E 01 020 211 000 000 430	Cash Drawer for Saxe Fundraiser			\$100.00	
	PO#: 16895	Voucher #: 64026	Invoice	Invoice No: 09142018		9/14/2018	Paid Amt:	\$100.00	
				E 20 200 298 923 000 401	CASH DRAWER FOR SPAGHETTI FEED			\$100.00	
	PO#: 16887	Voucher #: 64027	Invoice	Invoice No: 09142018		9/14/2018	Paid Amt:	\$100.00	
								Check Amount:	\$200.00
0716	CSBA	2011 6275			NORTH AMERICAN SAFETY INC		Check		
				E 20 200 298 923 000 401	CC - Back packs			\$314.00	
				E 20 200 298 923 000 401	CC - BACK PACK SET UP			\$50.00	
				E 20 200 298 923 000 401	CC - BACK PACK FREIGHT			\$17.76	
	PO#: 16688	Voucher #: 64024	Invoice	Invoice No: 4895		9/14/2018	Paid Amt:	\$381.76	
								Check Amount:	\$381.76
0716	CSBA	2012 4721			BELLE PLAINE SCHOOL DISTRICT		Check		
				E 20 200 298 942 000 401	TENNIS - TARGET			\$222.92	
	PO#:	Voucher #: 64247	Invoice	Invoice No: 09052018		9/27/2018	Paid Amt:	\$222.92	
				E 20 200 298 923 000 401	CC - GENESIS			\$45.36	
				E 20 200 298 923 000 401	CC - COBORNS			\$71.55	
				E 20 200 298 923 000 401	CC - KWIK TRIP			\$39.42	
				E 20 200 298 942 000 401	TENNIS - HOLIDAY INN EXPRESS			\$1,851.23	
	PO#:	Voucher #: 64248	Invoice	Invoice No: 09052018		9/27/2018	Paid Amt:	\$2,007.56	
								Check Amount:	\$2,230.48
0716	CSBA	2013 2590			FAME AWARDS		Check		
				E 20 200 298 943 000 401	Awards Night Awards			\$18.00	
	PO#: 16874	Voucher #: 64070	Invoice	Invoice No: 20180930		9/27/2018	Paid Amt:	\$18.00	
								Check Amount:	\$18.00
0716	CSBA	2014 7607			SARA TOSTENSON		Check		
				E 20 200 298 938 000 401	Reimburse Coaches Sball Membership			\$58.50	
	PO#: 16908	Voucher #: 64069	Invoice	Invoice No: 09112018		9/27/2018	Paid Amt:	\$58.50	
								Check Amount:	\$58.50
								Report Total:	\$6,662.88

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Belle P Activities	9/26/2018	9/27/2018	Coborn S Superstore	(83.34)	Refund with Tax
Belle P Activities	9/26/2018	9/27/2018	Coborn S Superstore	25.45	Class 2019 - Bingo Prizes
Belle P Activities	9/25/2018	9/27/2018	Coborn S Superstore	83.34	Purchase with Tax
Belle P Activities	9/25/2018	9/27/2018	Coborn S Superstore	88.58	Class 2019 - Homecoming Supplies
Belle P Activities	9/21/2018	9/27/2018	Hy Vee 1547	326.69	CC - Rochester Trip Meals
Belle P Activities	9/14/2018	9/27/2018	Kwik Trip 33000003301	39.42	CC - Chocolate Milk
Belle P Activities	9/7/2018	9/27/2018	Coborn S Superstore	170.53	CC - Breakfast Food
Belle P Activities	8/28/2018	9/27/2018	Samsclub #6311	288.24	CONCESSIONS - Snacks, Paper Products
Belle Plaine Act	9/27/2018	9/27/2018	Berry Blendz.	468.00	CONCESSIONS - Smoothies
Belle Plaine Act	9/26/2018	9/27/2018	Goldmedal Minneapolis	1,099.40	CONCESSIONS - Chips, Pretzels, Popcorn
Belle Plaine Act	9/25/2018	9/27/2018	Sq *sq *the Fabulous F	15.03	TENNIS - Senior Night Flowers
Belle Plaine Act	9/21/2018	9/27/2018	Ruck S Meat Processing	127.41	TENNIS - Hamburgers, Hotdogs
Belle Plaine Act	9/21/2018	9/27/2018	Kwik Trip 33000003301	39.42	CC - Chocolate Milk
Belle Plaine Act	9/21/2018	9/27/2018	Coborn S Superstore	48.85	TENNIS - Buns, Cheese
Belle Plaine Act	9/20/2018	9/27/2018	Coborn S Superstore	46.61	CC - Breakfast Supplies
Belle Plaine Act	9/14/2018	9/27/2018	Pizza Plus	53.00	CONCESSIONS - Pizza
Belle Plaine Act	9/14/2018	9/27/2018	Samsclub #6311	55.96	CC - Spaghetti Feed Supplies
Belle Plaine Act	9/14/2018	9/27/2018	Coborn S Superstore	92.06	CC - Concession Supplies
Belle Plaine Act	9/13/2018	9/27/2018	A. H. Hermel Company	790.73	CONCESSIONS - Candy, Gatorade, Water
Belle Plaine Act	9/10/2018	9/27/2018	Pizza Plus	85.00	CONCESSIONS - Pizza
Belle Plaine Act	9/7/2018	9/27/2018	Register.Cordonco.Com	53.50	TENNIS - Melissa Hanson - Membership
Belle Plaine Act	9/7/2018	9/27/2018	Coborn S Superstore	5.97	TENNIS - Chips (PO 16815)
Belle Plaine Act	9/7/2018	9/27/2018	Coborn S Superstore	11.94	TENNIS - Chips (PO 16815)
Belle Plaine Act	9/7/2018	9/27/2018	Pizza Plus	53.00	CONCESSIONS - Pizza
Belle Plaine Act	9/7/2018	9/27/2018	Coborn S Superstore	11.94	TENNIS - Chips (PO 16815)
Belle Plaine Act	9/6/2018	9/27/2018	Kwik Trip 33000003301	39.42	CC - Chocolate Milk
Belle Plaine Act	9/6/2018	9/27/2018	Ruck S Meat Processing	115.02	TENNIS - Hamburgers
Belle Plaine Act	9/6/2018	9/27/2018	Coborn S Superstore	87.24	TENNIS - Plates, Water, Cheese, Buns
Belle Plaine Act	9/4/2018	9/27/2018	Holiday Inn Express	881.48	Tennis - Lodging Charge
Belle Plaine Act	9/4/2018	9/27/2018	Holiday Inn Express	881.48	Tennis - Lodging Charge
Belle Plaine Act	9/4/2018	9/27/2018	Holiday Inn Express	(1,763.08)	Tennis - Lodging Refund
Belle Plaine Act	8/31/2018	9/27/2018	A. H. Hermel Company	761.70	CONCESSIONS - Candy, Gatorade
Belle Plaine Act	8/31/2018	9/27/2018	Kwik Trip 33000003301	39.42	CC - Chocolate Milk
Belle Plaine Act	8/30/2018	9/27/2018	Register.Cordonco.Com	63.50	CC - Steve Schroeder - Membership
Belle Plaine Act	8/30/2018	9/27/2018	Register.Cordonco.Com	53.50	CC - Lisa Jamison - Membership
Belle Plaine Act	8/30/2018	9/27/2018	Register.Cordonco.Com	63.50	CC - Brad Peterson - Membership
Belle Plaine Act	8/30/2018	9/27/2018	Register.Cordonco.Com	42.50	CC - Amy Fahey - Membership
Belle Plaine Act	8/29/2018	9/27/2018	Ruck S Meat Processing	268.10	CC - Wieners, Hamburgers
Belle Plaine Act	8/28/2018	9/27/2018	Coborn S Superstore	177.95	CC - Parents Night Groceries
Belle Plaine Comm Ed	9/18/2018	9/27/2018	Stampcrete Minnesota,	(16.00)	Tax Refund
Belle Plaine Comm Ed	9/18/2018	9/27/2018	Stampcrete Minnesota,	240.55	Rust Remover
Belle Plaine Comm Ed	9/7/2018	9/27/2018	Coborn S Superstore	23.10	Water, Coffee, Cookies
Belle Plaine Comm Ed	8/31/2018	9/27/2018	Genesis - Belle Plaine	558.96	Drivers Ed Fuel
Belle Plaine Comm Ed	8/29/2018	9/27/2018	Amzn Mktp Us	61.95	Wraparound Classroom Supplies
Belle Plaine High School	9/26/2018	9/27/2018	Tinkerplots	60.00	Software - 3 licenses
Belle Plaine High School	9/21/2018	9/27/2018	Makemusic, Inc.	(25.81)	Tax Refund
Belle Plaine High School	9/14/2018	9/27/2018	Nationalgeo	90.00	2019 National Geographic Bee Registration
Belle Plaine High School	9/14/2018	9/27/2018	Quality Science Labs L	218.85	Advanced Micro Chem Kit

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Belle Plaine High School	9/13/2018	9/27/2018	Mills Fleet Farm 3200	35.58	Colored Duct Tape
Belle Plaine High School	9/12/2018	9/27/2018	Palay Disp	193.09	School Store Shelving and Accessories
Belle Plaine High School	9/7/2018	9/27/2018	Coborn S Superstore	46.87	CONCESSIONS - Pickles, Buns
Belle Plaine High School	9/7/2018	9/27/2018	Ruck S Meat Processing	298.58	CONCESSIONS - Wieners, Jerky
Belle Plaine High School	9/7/2018	9/27/2018	The Asyst Communicatio	285.00	ChatterVox - Sound System for Carol Orr
Belle Plaine High School	9/7/2018	9/27/2018	Domino S 7300	110.00	JH STD CNCL / SH STD CNCL - New Student Lunch
Belle Plaine High School	9/4/2018	9/27/2018	S R Harris Fabric Outl	99.95	Vinyl
Belle Plaine High School	8/31/2018	9/27/2018	Makemusic, Inc.	375.81	Band Curriculum
Belle Plaine High School	8/30/2018	9/27/2018	Square *sq *frost Inc.	249.04	Oil Seal, Gear Case
Belle Plaine High School	8/29/2018	9/27/2018	Flinn Scientific Inc	1,754.03	Science Supplies
Belle Plaine High School	8/29/2018	9/27/2018	Flinn Scientific Inc	96.89	Science Supplies
Belle Plaine High School	8/28/2018	9/27/2018	Iste Conference	780.00	ISTE Conference Registration - M Chevalier, L Hanson
Belle Plaine Sd	9/25/2018	9/27/2018	Otc Brands, Inc.	(6.63)	Tax Refund
Belle Plaine Sd	9/25/2018	9/27/2018	Really Good *	234.70	ELL Supplies
Belle Plaine Sd	9/24/2018	9/27/2018	Minnesota Harvest Llc	120.00	MN Havest Apple Orchard - Admission
Belle Plaine Sd	9/24/2018	9/27/2018	Innovative Office Solu	15.89	Velcro Coins
Belle Plaine Sd	9/24/2018	9/27/2018	Otc Brands, Inc.	103.03	SOAR - Crafts
Belle Plaine Sd	9/21/2018	9/27/2018	Sq *sq *goodhue County	125.00	SPED Finance Bootcamp - J Emerson
Belle Plaine Sd	9/21/2018	9/27/2018	Ncs Pearson	324.00	GFTA-3 Complete Kit
Belle Plaine Sd	9/20/2018	9/27/2018	Wps	798.60	Unit 2 Kit
Belle Plaine Sd	9/20/2018	9/27/2018	Amzn Mktp Us	2,815.79	Car Seats
Belle Plaine Sd	9/20/2018	9/27/2018	Apl*apple Online Store	24.98	App - Explain Everything
Belle Plaine Sd	9/20/2018	9/27/2018	Target 00018333	143.77	PAES Rewards
Belle Plaine Sd	9/19/2018	9/27/2018	Reliable Medical Suppl	265.60	Sling w/Positioning Strap - Large
Belle Plaine Sd	9/17/2018	9/27/2018	Innovative Office Solu	42.85	Hanging Folders, Laminating Pouches
Belle Plaine Sd	9/17/2018	9/27/2018	Innovative Office Solu	297.47	Shredder
Belle Plaine Sd	9/14/2018	9/27/2018	William V Macgill & Co	72.00	Tuk-N-Kari Portable Transfer Sling
Belle Plaine Sd	9/14/2018	9/27/2018	Ncs Pearson	214.45	SSIS Forms
Belle Plaine Sd	9/14/2018	9/27/2018	Apl*apple Online Store	211.90	Apps for Speech
Belle Plaine Sd	9/13/2018	9/27/2018	Think Social Publishin	278.00	We Thinkers!
Belle Plaine Sd	9/10/2018	9/27/2018	Innovative Office Solu	159.10	Paper, Note Cards, Glue Sticks, Chalk
Belle Plaine Sd	9/10/2018	9/27/2018	Multi-Health Systems	311.25	ASRS
Belle Plaine Sd	9/7/2018	9/27/2018	Act*mase New Leaders	600.00	Director's Cohort - J Emerson
Belle Plaine Sd	9/7/2018	9/27/2018	Ncs Pearson	701.55	WPPSI-IV, SSIS SEL, BASC-3, Vineland 3
Belle Plaine Sd	9/6/2018	9/27/2018	Coborn S Superstore	136.95	SOAR - Groceries
Chatfield Elementary	9/26/2018	9/27/2018	Breezy Point Resort In	277.03	Lodging - K DeWitte
Chatfield Elementary	9/18/2018	9/27/2018	Menards Burnsville Mn	186.05	Sand, Shelving, Paint
Chatfield Elementary	9/14/2018	9/27/2018	Scholastic Payment	75.00	Books for Early Childhood Screening
Chatfield Elementary	9/13/2018	9/27/2018	Coborn S Superstore	47.06	ECFE Supplies
Chatfield Elementary	8/31/2018	9/27/2018	Nike.Com	223.45	Disputed
Chatfield Elementary	8/31/2018	9/27/2018	Dispute: Nike.Com	80	(223.45) Credit for Dispute
Chatfield Elementary	8/29/2018	9/27/2018	Fitness Finders Inc	237.25	Monthly Motivators, Lanyards
Chuck Keller	9/26/2018	9/27/2018	Eb Superintendent Sym	125.00	Superintendent Symposium - R Laager
Chuck Keller	9/21/2018	9/27/2018	Maddens On Gull Lake	337.20	MASA Conference Lodging - Ryan Laager
Chuck Keller	9/20/2018	9/27/2018	Pss / Css Presentation	713.88	Projector Mounts
Chuck Keller	9/14/2018	9/27/2018	Menards Mankato Mn	311.80	Building Supplies
Chuck Keller	9/14/2018	9/27/2018	Leonard Safety Equ	503.20	Safety Glasses
Chuck Keller	9/14/2018	9/27/2018	Beef And Boards Dinner	556.00	Down Payment for Meal and Play

September 2018 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Chuck Keller	9/10/2018	9/27/2018	Maddens On Gull Lake	200.00	MASA Conference Lodging - Ryan Laager
Chuck Keller	9/7/2018	9/27/2018	Paypal *masa	299.00	MASA Fall Conference - Ryan Laager - Registration
Chuck Keller	9/6/2018	9/27/2018	Menards Burnsville Mn	298.85	School Store Supplies
Kris Davis	9/27/2018	9/27/2018	Amzn Mktp Us*mt24m5vv2	417.99	Cash Register Stand for School Store
Kris Davis	9/27/2018	9/27/2018	Amazon.Com*mt1126vo2	35.90	Roadmap to Responsibility - Books
Kris Davis	9/26/2018	9/27/2018	Vzwrlls*apocc Visb	867.77	Cell Phone Usage
Kris Davis	9/26/2018	9/27/2018	McAfee *www.McAfee.Com	21.36	McAfee Virus Protection
Kris Davis	9/25/2018	9/27/2018	Genesis - Belle Plaine	1,141.62	Supplies
Kris Davis	9/21/2018	9/27/2018	Amzn Mktp Us	20.99	Healthy Snacks Care Package
Kris Davis	9/20/2018	9/27/2018	Amazon.Com	87.08	EL Supplies
Kris Davis	9/20/2018	9/27/2018	Amzn Mktp Us	13.37	Welcome in 28 Languages Poster
Kris Davis	9/19/2018	9/27/2018	Amazon.Com*mt9mk9nk2	55.18	10 Essential Elements - Books
Kris Davis	9/18/2018	9/27/2018	Amzn Mktp Us	(11.17)	Returned Adapter Cables
Kris Davis	9/18/2018	9/27/2018	Amzn Mktp Us	(22.99)	Refund for Undelivered Item
Kris Davis	9/17/2018	9/27/2018	Biffs Inc - Online	224.07	Bliff - Chatfield
Kris Davis	9/17/2018	9/27/2018	Amzn Mktp Us*mt8048ly0	27.90	Adapter Cables
Kris Davis	9/14/2018	9/27/2018	Innovative Office Solu	(203.88)	Credit for Damaged Product
Kris Davis	9/14/2018	9/27/2018	Metro Sales Inc.	3,934.26	Copier Lease/Maintenance/PAPER CUT
Kris Davis	9/14/2018	9/27/2018	Amzn Mktp Us*mt4ic8oh2	75.00	TIGER CLUB - Tripod Comm Ed - Tripod
Kris Davis	9/13/2018	9/27/2018	Innovative Office Solu	203.88	Replacement of Damaged Product (Charged Twice)
Kris Davis	9/13/2018	9/27/2018	Usps Po 2607300172	600.00	Postage
Kris Davis	9/13/2018	9/27/2018	Amazon.Com*mt1614fm0	50.67	StrengthFinder Books
Kris Davis	9/12/2018	9/27/2018	Amazon.Com	47.98	Wood Hangers
Kris Davis	9/12/2018	9/27/2018	Amzn Mktp Us	23.98	Storage Bins
Kris Davis	9/10/2018	9/27/2018	Amzn Mktp Us	30.00	Projector Remote
Kris Davis	9/7/2018	9/27/2018	Amzn Mktp Us	203.94	Chemistry Book
Kris Davis	9/7/2018	9/27/2018	Amzn Mktp Us	669.95	Chemistry Books
Kris Davis	9/7/2018	9/27/2018	Amzn Mktp Us	438.00	Tech Supplies (PO 16841)
Kris Davis	9/7/2018	9/27/2018	Amzn Mktp Us	14.99	Tech Supplies (PO 16841)
Kris Davis	9/7/2018	9/27/2018	Innovative Office Solu	282.71	Supplies - HS
Kris Davis	9/6/2018	9/27/2018	Waste Mgmt Wm Ezpay	198.51	Garbage Service - District Office
Kris Davis	9/6/2018	9/27/2018	Amzn Mktp Us	352.00	Tech Supplies
Kris Davis	9/6/2018	9/27/2018	Metro Sales Inc.	430.33	Copier Lease/Maintenance
Kris Davis	9/6/2018	9/27/2018	Waste Mgmt Wm Ezpay	957.94	Garbage Service - Oak Crest
Kris Davis	9/6/2018	9/27/2018	Waste Mgmt Wm Ezpay	395.90	Garbage Service - High School
Kris Davis	9/6/2018	9/27/2018	Waste Mgmt Wm Ezpay	1,078.45	Garbage Service - Chatfield
Kris Davis	9/4/2018	9/27/2018	Amzn Mktp Us	97.94	Cleaning Cloths, Tumblers
Kris Davis	9/4/2018	9/27/2018	Amzn Mktp Us	492.53	Toner, Wireless Keyboard/Mouse, Cables
Kris Davis	9/4/2018	9/27/2018	Innovative Office Solu	308.09	Supplies - Oak Crest
Kris Davis	8/31/2018	9/27/2018	Innovative Office Solu	332.56	Supplies - HS
Kris Davis	8/31/2018	9/27/2018	Usps Po 2607300172	10.56	Postage
Kris Davis	8/31/2018	9/27/2018	Amzn Mktp Us	45.00	Projector Remote
Kris Davis	8/31/2018	9/27/2018	Amazon.Com	83.46	Fridge
Kris Davis	8/30/2018	9/27/2018	Amzn Mktp Us	80.65	VGA Cables
Kris Davis	8/30/2018	9/27/2018	Amzn Mktp Us	8.99	Name Plates
Kris Davis	8/29/2018	9/27/2018	Amzn Mktp Us	31.86	Hooks
Kris Davis	8/28/2018	9/27/2018	Usps Po 2607300172	18.81	Postage
Laurie Fogarty	8/31/2018	9/27/2018	Angelos Pizzeria	110.00	TENNIS - NYC Pizza

September 2018 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Oak Crest Elementary	9/19/2018	9/27/2018	Apl*apple Online Store	59.90	CALM App
Oak Crest Elementary	9/14/2018	9/27/2018	Teacherspayteachers.Co	100.52	EL Supplies
Oak Crest Elementary	9/14/2018	9/27/2018	Apl*apple Online Store	169.20	Calc App, Human Atlas App
Oak Crest Elementary	9/7/2018	9/27/2018	Demco Inc	29.74	Markers
Oak Crest Elementary	9/7/2018	9/27/2018	J W Pepper And Son Inc	13.95	Boomwhackers (Voucher 64058)
Oak Crest Elementary	8/31/2018	9/27/2018	The Home Depot #2841	66.93	Tension Rods, Contact Paper, USB Tower
Oak Crest Elementary	8/30/2018	9/27/2018	Supreme School Sply We	84.82	Teacher Plan Books, Memo Books
Total				38,211.66	

PERSONNEL CONSENSUS ITEMS:

(New Hires, Resignations, Retirements, Terminations, Leave Requests, Assignment Changes)

RETIREMENT/RESIGNATION/RELEASE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Malinda Helfrey	Resignation	Paraprofessional SOAR Program	BPEA	October 31, 2018

LEAVES OF ABSENCE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Dale Giles	Approve	1.0 FTE Custodian Oak Crest Elementary	BPESP	October 10, 2018 - October 24, 2018
Emily Berg	Approve	1.0 FTE Teacher Chatfield Elementary	BPEA	December 5, 2018 - March 5, 2019
Samantha Schroers	Approve	1.0 FTE Teacher Oak Crest Elementary	BPEA	January 11, 2019 - March 8, 2019
Kelly Petrasek	Approve	1.0 FTE Teacher Chatfield Elementary	BPEA	January 17, 2019 - April 11, 2019
Victoria Monnens	Approve	1.0 FTE Teacher Chatfield Elementary	BPEA	January 18, 2019 - March 22, 2019
Abbigail Burtness	Approve	1.0 FTE Teacher Chatfield Elementary	BPEA	March 11, 2019 - May 24, 2019

HIRES/REHIRES/CONTRACT RENEWALS

NAME	ASSIGNMENT	SALARY PLACEMENT/HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
Jamie Newson	Paraprofessional, 6.5 hours/day Jr/Sr High School	\$13.52/hour (\$13.75/hour upon completion of the "Highly Qualified Exam")	Replacement	BPESP	October 3, 2018
Mary See Lee	Paraprofessional, 6.5 hours/day Jr/Sr High School	\$13.52/hour (\$13.75/hour upon completion of the "Highly Qualified Exam")	Replacement	BPESP	October 5, 2018
Alyssa Klein	Long Term Substitute for Kami Wondra Oak Crest Elementary	\$199.02/day	Long Term Substitute		September 7, 2018 - February 28, 2019
Marcy Boblitt	Long Term Substitute for Victoria Monnens Oak Crest Elementary	\$199.02/day	Long Term Substitute		January 18, 2019 - March 22, 2019

John Bergs
Activities Director
Margot Hansen
Curriculum & Assessment Director
Jeff Heine
Buildings & Grounds Director



Chuck Keller
Business Manager
Jessica Emerson
Student Support Services Director
Mindy Chevalier
Community Ed Director

DATE OF BOARD MEETING: October 29, 2018

SUBJECT: Gifts and Donations

RECOMMENDATION: Approve

Therefore, the Director of Finance and Operations recommends the following resolution:

WHEREAS, School Board Policy #706 establishes guidelines for the acceptance of gifts/donations to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Independent School District No. 716 accept with appreciation the following gifts/donation and permit their use as designated by the donor(s).

DETAIL OF GIFTS/DONATIONS:

Date	Donor	Item and Nature of Donation/Gift	Amount
09.11.2018	Belle Plaine PTO	Oak Crest – 3 rd Grade Scholastic News	411.13
09.24.2018	Coborns – Labels for Learning	Chatfield Elementary – General Support	1,235.67
09.25.2018	Scott County Pork Producers	Oak Crest – Wolf Ridge ELC Trip	350.00
09.25.2018	Belle Plaine Lions Club	Oak Crest – Wolf Ridge ELC Trip	600.00
09.25.2018	MN Valley Electric Trust	Oak Crest – 4 th Grade Kindness Retreat	500.00
09.25.2018	Roger Graham	Oak Crest – Back Pack Program	825.00
09.25.2018	Michael and Shirley Fogarty	Oak Crest – Back Pack Program	50.00
09.25.2018	Gail Esterson	Oak Crest – Back Pack Program	25.00
09.26.2018	Brett Holbrook	Community Education – Football Jerseys	450.00
09.26.2018	Kirk Anderson	Community Education – Football Jerseys	450.00
09.27.2018	Mary Nesgoda	Food Service – Assist Underfunded Students	50.00
09.28.2018	Belle Plaine PTO	Chatfield – 1 st Grade Field Trip	1,245.00
09.28.2018	Belle Plaine PTO	Chatfield – Frederickson Author Visit	60.00
09.27.2018	Theresa Kuhlmann	General Support	72.00

Community Education/Community Services Report
Mindy Chevalier
October, 2018

Youth Rec/Youth Enrichment/Drivers Training

- Basketball sign-ups have begun for all ages! 4th-6th grade basketball begins in November.
- One day Fitness Boot camp is a new program for boys and girls of all ages! Obstacle courses, yoga challenges and more!
- Pop-up Craft Masters: October 15th & 19th - Ms. Amanda does an amazing job with our young artists

Preschool/Kids Co/Wraparound

- Ms. Tracy's little's, ages 2.5, attend once a week and are enjoying getting to know their friends, learning the routine, and snack!
- Ms. Tracy's 3s come 3 mornings a week. They LOVE to play together in all areas of the room. Outside time, snack and painting are some of their favorites. Some are just starting to recognize their name while others are ready to learn how to write it! Building social skills and learning how to function in a large group setting sharing space, sharing a teacher and sharing toys is the focus with this class right now.
- Tracy's 4s attend 4 days a week in the afternoon. They are getting to know the routine and building great friendships. Preschoolers enjoy playing in the cars, with playdough and the doll house. Every week they also read a weekly reader which comes with a short 3 minute educational video that they watch on the whiteboard.
- Most classes are working through their routines and getting to know the schedule of school!

ECFE

- The ECFE Halloween Costume Party is October 26th from 6-7pm at the Chatfield Elementary Gym. There are games, songs and crafts for the whole family!
- Terrific Tigers is a separating class opportunity for parents and kids. Kids have a chance to learn and play with their peers and parents have a chance to engage in conversation and ask questions of each other and an educator.

Adult Rec/Enrichment/Trips

- Mosaic Workshop is a 1-day 2 ½ hour class. Learn how to create art using tile, stained glass and broken dishes!
- Coffee & Paint Class with Lana Beck at KingsPath! Tuesday, October 23rd

Outreach & City Programs & Communication

- Community Ed Advisory: Tuesday, October 9th at 6:00pm in the High School Media Center.
- We have locked in a week where Cricket will be brought in to our 3rd-6th grade Phy-ed classrooms! Saby will be bringing his Cricket coaches in the week of October 8-12th to introduce the game of Cricket to our students. He will then run free opportunities through his kids academy for our students and parents that weekend Saturday and Sunday from 9am-11am.

Dave Kreft
Jr/Sr High Principal
Mindy Chevalier
Asst. Jr/Sr High Principal
Community Ed Director
Liann Hanson, Ph.D.
Oak Crest Elementary Principal
Kim DeWitte
Chatfield Elementary Principal



Ryan Laager, Ed.D., Superintendent

Jessica Emerson
Student Support Services Director
John Bergs
Activities Director
Margot Hansen
Curriculum & Assessment Director
Jeff Heine
Buildings & Grounds Director
Chuck Keller
Business Manager

October 2018 Board Report

Student Support Services Update
Jessica Emerson

Appreciation

- Thank you to Kelly Poppler for arranging for the guest speaker at the first Special Education Advisory Council (SEAC) Meeting.
- Thank you to Emily Aust for giving support, and guidance to the Early Childhood Special Education Team.
- Thank you to McCall Lemmons, Joe Ploetz, Lori Cantrell, Tina Jeurissen, Kelsey Janni, Rachel Benson, and Emily Aust for working through the first round of our monitoring action steps.

Acceleration

- Held the first SEAC meeting on 10/8/18 from 6-7:30. Eight parents attended the meeting. This was the first meeting held as a Belle Plaine Group. Great conversations and resources shared. Guest Speaker-Eric talked about guardianship. The agenda is posted on the website.
- Planning for the first Due Process Night of the 2018-2019 school year. Topics will include due process related items such as writing present levels of performance and special education transportation as a related service.
- Attended the Regional Directors meeting on Friday October 12, 2018.
- Process started for documentation required for our Special Education corrective action steps. September data and information collected and we held our first SEAC meeting without Jordan.
- Working on submission for our special education fiscal corrective action plan. Procurement and Conflict of Interest. The survey on procurement was approved.

Anticipation

- Looking forward to attending another New Directors Cohort Training on October 24th.
- Looking forward our first Due Process Night in November.

**Belle Plaine High School
School Board Report
Submitted by Dave Kreft and Mindy Chevalier
October, 2018**

Appreciation:

- We are even making a stronger point of acknowledging positive behaviors within our school, as part of our PBIS implementation.
 - Staff members
 - We have a “Shout Out” board in the office and expanding to the staff workroom.
 - Staff members (office personnel, custodians, teaching staff, etc.) acknowledge each other for exemplary work, going out of their way to be helpful, or reaching out to a student in a unique way.
 - At our monthly staff meeting representatives from our Climate Committee will draw winners from the “Shout Out” board
 - Students
 - Be RED tickets are distributed to staff as they witness Respectful, Engaged, or Dependable behavior.
 - Students turn in completed tickets in to the office for a drawing, by grade level, for various prizes.
 - Teachers have been acknowledging individual behaviors as they have seen them and also will award entire classes for correct behaviors.

Acceleration:

- We have spent PLC time and staff meeting time planning for our e-Learning day. Staff members have mentioned they feel very comfortable implementing this day and I’ve heard very little anxiety with what the lessons will be for the day. Some of the topics we have discussed include:
 - Attendance taking through advisory
 - Being considerate of the student workload and focusing about 20 minutes of material per class.
 - Continuing with topics relevant to the curriculum they are currently covering in class.
- We continue to give focus to ENVoY strategies. Each week we identify a few more of the slides that were presented to us at our summer training and share them in the lounge and our weekly e-mail. We will talk about them each week. Staff members have self selected areas of focus, with the most commons gems being: Freeze Body, Above/Pause/Whisper, and Most Important Twenty Seconds. The goal is to provide more time on task with the curriculum.

Anticipation:

- Our second academic check (about 9 weeks in to the year) will take place on November 2nd. We have used our counseling staff and PLC time to identify students who require more academic support.
- Senior high conferences will take place on November 13th and 20th.

Appreciation:

- **Wolf Ridge** Students and staff will participate in a week long field trip at Wolf Ridge starting on Monday, October 22nd. Thanks to our staff, our volunteers, and our parents who make this program successful!
- **Professional Learning Communities** We have started our weekly PLC team meetings. Teachers are looking at developing and/or refining their common summative assessments. This helps us know if a student has met a standard or not. Thanks to all the teachers for all their hard work!
- **Pepfest** Thanks to the high school students and staff for a great pepfest! OC's student and staff loved it and had a good time!

Acceleration:

- **Backpack Program** The Belle Plaine Food Shelf and our Backpack Program started the weekly delivery of food bags to students that have opted into the program. We offer two servings of breakfast, 2 servings of lunch, and 2 fruits. The Oak Crest Student Council packed bags for this month. We are looking to partner with the High School groups to have them help pack the bags second semester!
- **PTO Fundraiser** We had our Fundraiser kickoff on Friday, September 21st. Students took the next week to sell items. The PTO has raised over \$20,000.
- **Homecoming Week** We had a fantastic week of Homecoming! Students had spirit days in which they wore pajamas, had crazy hair or hats, wore sporting apparel, color day, and wore Tiger gear! It was a fun week!

Anticipation

- **MPR Chione Quintet** Students will have the opportunity to listen and learn from the MPR Chione Quintet on Monday, October 22nd.
- **Nature and Science Field Trip** Students in 3rd-5th grade were invited to participate in the Nature and Science Conferences on Tuesday October 23rd. We have a large contingency of Oak Crest students attending.
- **Halloween** Our students will celebrate Halloween on Wednesday, October 31st. 3rd and 4th grade students and classes will be rotating from class to class in each respective grade level playing games and doing activities/crafts. Each student will be visiting each class in their grade level. 5th and 6th grade will be having Halloween parties in their classrooms!
- **All School Meeting** We also have our All School Meeting on Friday, November 2nd at 8:40 AM. We will be having sharing from our 6th graders on Wolf Ridge, 5th grade will be doing the greeting, and there will be news and announcements.
- **Veteran's Day Program** Our annual Veteran's Day Program will be held Monday, November 12th at 9:00 AM at Oak Crest Elementary.
- **Parent/Teacher Conferences** We will have our Parent/Teacher Conferences on Monday, November 12th and Thursday, November 15th. We hope for a great turnout of parents and students!

Appreciation:

- Thank you to all of the classrooms for carrying through with THE TIGER WAY this school year. Thank you for also using the google document to track student behavior.
- Thank you to the PTO for organizing the fundraiser and to all the families for helping to raise money for our BK-6 students.
- Thank you to the PTO and the Kindergarten team for hosting a great campfire night. Over 120 people came to the event.
- Thank you to the staff and volunteers that helped with Hearing and Vision screening.
- Thank you to the ECFE staff for all of your amazing work thus far this school year. The classes are filling up and parents and kids seem to be very happy this school year.
- Thank you to Megan Voigt and the Reading Corp staff for sharing your love of reading and learning with kids every day. The work you do to help kids is truly amazing!

Acceleration:

- We are continuing to see ENVoY strategies used throughout the classrooms and the hallways. Thank you to the teachers for taking the time to use the strategies to help you and the kids keep the focus on the content.
- PLC's are continuing to talk about differentiation and how we meet our students needs within the classroom. Teachers are using LEXIA, iXL, FAST, and RAZ kids to keep the learning moving forward.

Anticipation:

- November 2 the class in grade level that sold the most product during the PTO fundraiser received an ice cream party! (Gerres, Gaikowski and Doebbeling)
- ECFE is having a Birth to age 5 costume party event at Chatfield. The event runs from 6-7pm.
- Halloween Parade, October 31 at the high school. Doors will open at 1:35, the parade begins at 2:00 and will conclude by 2:30. We are also accepting food shelf donations as you enter to watch the parade.
- All School Morning Meeting on November 2.
- PTO Movie night on November 8th.
- Parent/Teacher Conferences on November 12 and 15 from 3:30-7:30.

Contact Us

Virginia Davis
E-mail:
mde.compliance-assistance@state.mn.us
Phone: 651-582-8338
Address:
1500 Highway 36 West, Roseville, MN
55113

Assurance of Compliance

0716-01 Belle Plaine Public School District
-INFORMATION NEEDED TO EVIDENCE COMPLIANCE-
School Year: 18-19

* - indicates required fields.

Coordinator Identification Information

	Human Rights Coordinator	Title IX Coordinator	504 Coordinator
Name*	John Bergs	Ryan Laager	Jessica Emerson
Telephone Number*	952-873-2403	952-873-2400	952-873-2400
Fax Number*	952-378-2420	952-873-6909	952-873-6909
E-Mail Address*	jbergs@belleplaine.k12.mn.us	rlaager@belleplaine.k12.mn.us	jemerson@belleplaine.k12.mn.us

Mandated Reporter Training

Minnesota Statutes, section 626.556, subd. 12. Districts must inform all mandated reporters of the duties.

I verify that all mandated reporters employed by or otherwise associated with any school in this district have been informed of mandated reporting requirements and of the prohibition of retaliation against anyone reporting maltreatment.

Date of Verification

10/03/2018

Document Submittal Verification

Does MDE have current and accurate copies of the following documents?
Please submit updated policy if revised since Last Submitted Date.

Document	Last Submitted Date	Upload Document
Harassment and Violence policy	10/04/2017	Select file: <input type="text"/> Browse...

District Compliance Requirements Checklist

This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal financial assistance extended after the date hereof to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), in installment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date.

The district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting information by Minnesota Statute, section 127A.42, subd. 3 and agreements made in this assurance. This assurance is binding on the district and the persons who are authorized to submit information on behalf of the district.

Check all statements in which the district has complied with the state and federal requirements prohibiting discrimination.

Federal Laws:

Title VI of the Civil Rights Act of 1964 (42 USC 2000d, et. seq.; 34 C.F.R. Part 100), which provides that no person in the United States shall, grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the district receives federal financial assistance.

Title VII of the Civil Rights Act of 1964 (42 USC 2000e, et. seq.; P.L. 88-352), as amended by the Equal Employment Opportunity Act of 1972 (92-261), which prohibits discrimination in employment because of an individual's race, color, religion, sex, or national origin.

Title VII of the Civil Rights Act of 1964 Pregnancy Discrimination Act (within Title VII) (42 USC § 2000e(k)).

Title IX of the Education Amendments of 1972 (20 USC § 1681; 34 C.F.R. Part 106), which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.

The Age Discrimination In Employment Act of 1967 (29 USC § 621; 42 USC § 6101; 29 C.F.R. Part 621), which prohibits discrimination on the basis of age (over 40 years).

Section 504 of the Rehabilitation Act of 1973 (34 C.F.R. part 104) prohibiting discrimination on the basis of disability.

The American with Disabilities Act (42 USC § 12101, et seq.), also prohibiting discrimination on the basis of disability.

Denial of Equal Educational Opportunity Prohibited (20 USC § 1703).

The Fair Housing Act (42 USC § 3601 et seq.; 24 C.F.R. part 100).

The Age Discrimination Act of 1975 (42 USC § 6101 and 6102; 34 C.F.R. part 110).

Prohibition of Discrimination Based on Blindness (20 USC § 1684).

State Laws:

The Minnesota Human Rights Act (Minn. Stat. § 363A), which prohibits discrimination in education programs and activities on grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual orientation, disability or age.

Minnesota Statutes, section 121A.031, which requires school districts to have a written policy to prevent and to prohibit student bullying.

Minnesota Statutes, section 121A.03, which requires school districts to have a policy prohibiting sexual/racial/religion harassment and violence which applies to students, teachers, administrators and other school personnel.

Minnesota Statutes, section 121A.04, which prohibits sex discrimination in athletic programs.

Minnesota Rules, part 3500.0550, relating to the Inclusive Educational Program Plan.

Minnesota Rules, Chapter 3535.0100-.0180; 3535.2300-.2800; 3535.3000-.3700, relating to equality of educational opportunity and school desegregation, and prohibition of discriminatory practices.

By clicking "Submit" you are affirming that these laws are available in each building in the district, that the information that you have provided is accurate, and that you have the authority to submit this assurance on behalf of the district.

NOTE: When data entry is complete, click "Submit" to send data to The State Department of Education.

Submit

Cancel

FORM A

MSHSL Foundation Application for Grant for Student Participation

Mission Statement: Founded in 2007, the Minnesota State High School League Foundation is a nonprofit association, serving both public and private schools, created to complement the Minnesota State High School League by providing support for Minnesota's high school youth to participate in athletics and fine arts. Minnesota State High School League Foundation's goals are to promote the growth of high school students through participation in valuable extra-curricular activities.

Awarding of Grants: The primary goal of the Foundation will be to award grants that assist, recognize, promote, and fund extra-curricular participation by high school students in athletic and fine arts programs. These grants will be awarded based upon gender balance, school size and geographic location to the extent possible.

The Minnesota State High School League Foundation Board of Directors has determined that the number of Free and reduced lunch students in grades 9-12 will be used for classification purposes. The MSHSL Foundation wants to encourage each school to seek students whose family income may be limited and encourage them to participate in athletic and fine arts programs in each school community and to recognize the role you play in this endeavor and to assist you in your continued efforts to engage more students.

Please complete the following steps as identified in the FORM A WORKSHEET found on the reverse side of this form.

1. List the number of free/reduced lunch students identified in your schools' **October 1, 2017** report to the Department of Education.

Grade 9:	<u>22</u>	TOTAL	<input type="text" value="75"/>
Grade 10:	<u>21</u>		
Grade 11:	<u>16</u>		
Grade 12:	<u>16</u>		

2. Identify the total **UNDUPLICATED** number of free or reduced lunch students who participated in your schools' activity programs during the 2017-2018 school year.

TOTAL UNDUPLICATED COUNT

3. Attach an original MSHSL FOUNDATION RESOLUTION to this document and mail both items to:

MSHSL Foundation
2100 Freeway Blvd.
Brooklyn Center, MN 55430

OR

Email both documents to msl@msl.org

4. All documentation **MUST** be submitted by email or postmarked **NO LATER** than November 1, 2018.

Name of School: Belle Plaine - Dist. 716 Federal Tax ID # _____

Street Address: 220 S. Market St.

City, State, Zip: Belle Plaine Mn. 56011

John Bergs - Activities Director

Name of Person Completing this Form

Name of School Superintendent

Signature

Signature

FORM A

**RESOLUTION OF SCHOOL BOARD SUPPORTING
FORM A APPLICATION TO MINNESOTA
STATE HIGH SCHOOL LEAGUE FOUNDATION**

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the District _____ School Board recognizes the value of students participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist school district in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the _____ School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

Date

Board Chair

Date

Board Clerk - Treasurer

1st Reading: 7/24/2006

2nd Reading: 8/28/2006

Approved: 9/24/2006

Revised: 5/28/2013

205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

- A. The school board embraces the philosophy of openness in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting the individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

“Meeting” means a gathering of at least a quorum or more members of the school board, or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering.

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at its primary offices. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its schedule, it shall give the same notice of the meeting as for a special

meeting.

2. Special Meetings

- a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings.
- c. This notice shall be posted and mailed or delivered at least three days before the date of the meeting. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
- e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than 60 days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the judgment of the school board, require immediate consideration.
- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the school board.

- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least 24 hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Health Pandemic or Declared Emergency

In the event of a health pandemic or an emergency declared under Minn. Stat. Ch. 12, a meeting may be conducted by telephone or other electronic means in compliance with Minn. Stat. § 13D.021.

B. Votes

The votes of school board members shall be recorded in a journal kept for that purpose, and the journal shall be available to the public during all normal business hours at the administrative offices of the school district.

C. Written Materials

- 1. In any open meeting, a copy of any printed materials, including electronic communications, relating to the agenda items prepared or distributed by the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject

matter.

2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Data

1. Meetings may not be closed merely because the data to be discussed are not public data.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.
3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy

- a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.
- b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings. These meetings may be closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods is prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any

nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

- a. A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

- a. If the school board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within 14 days of that decision.
- b. If the coach requests the reasons for the nonrenewal, the school board must give the coach the reasons in writing within 10 days of receiving the request.
- c. On the request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a school board meeting.
- d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

Any portion of a meeting must be closed if the following types of data are discussed:

- a. data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
- b. active investigative data collected or created by a law enforcement agency; or
- c. educational data, health data, medical data, welfare data, or mental health data that are not public data; or
- d. an individual's personal medical record.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

- a. The school board may close a meeting:
 - (1) to determine the asking price for real or personal property

to be sold by the school district;

- (2) to review confidential or nonpublic appraisal data; and
 - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
 - c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.
 - d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

- a. The school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.
- c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be tape recorded at the expense of the school district and the recording must be preserved for at least four years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided

above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Minn Rules Part 5510.2810 (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
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Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

Cross References: MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “C” (Minnesota’s Open Meeting Law)

Adopted: _____

MSBA/MASA Model Policy 205

Orig. 1995

Revised: _____

Rev. ~~2014~~ 2017

205 OPEN MEETINGS AND CLOSED MEETINGS

[Note: The provisions of this policy accurately reflect the Open Meeting Law statute and are not discretionary in nature. ~~It does not address meetings held by interactive television pursuant to the 1997 legislation. The statute should be reviewed with legal counsel prior to such meetings.]~~

I. PURPOSE

- A. The school board embraces the philosophy of openness in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting the individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

“Meeting” means a gathering of at least a quorum or more members of the school board, or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering or the use of social media by members of a public body so long as the social media use is limited to exchanges with all members of the general public. For purposes of the Open Meeting Law, social media does not include e-mail.

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at its primary offices. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.

b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings.

c. This notice shall be posted and mailed or delivered at least three days before the date of the meeting. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.

d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.

e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than 60 days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

a. An emergency meeting is a special meeting called because of circumstances that, in the judgment of the school board, require immediate consideration.

[Note: While the statute leaves the question to the board of whether the circumstances require immediate consideration at an emergency meeting, the advisory opinions of the Commissioner of Administration would limit such meetings to responding to natural disasters or health epidemics caused by an event such as an accident or terrorist attack.]

- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the school board.
- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least 24 hours before the meeting, all notice requirements are satisfied with

respect to that person, regardless of the method of receipt of notice.

7. Health Pandemic or Declared Emergency

In the event of a health pandemic or an emergency declared under Minn. Stat. Ch. 12, a meeting may be conducted by telephone or other electronic means in compliance with Minn. Stat. § 13D.021.

8. Meetings Conducted by Interactive Technology

A meeting may be conducted by interactive technology, Skype, or other similar electronic means in compliance with Minn. Stat. § 13D.02.

B. Votes

The votes of school board members shall be recorded in a journal kept for that purpose, and the journal shall be available to the public during all normal business hours at the administrative offices of the school district.

C. Written Materials

1. In any open meeting, a copy of any printed materials, including electronic communications, relating to the agenda items prepared or distributed by the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.
2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Data

1. Meetings may not be closed merely because the data to be discussed are not public data.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.
3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy

- a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.
- b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings. These meetings may be closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods is prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The

recording is not available to the public.

5. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

- a. A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

- a. If the school board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within 14 days of that decision.
- b. If the coach requests the reasons for the nonrenewal, the school board must give the coach the reasons in writing within 10 days of receiving the request.
- c. On the request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a school board meeting.
- d. The meeting may be open or closed at the election of the coach

unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.

- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

Any portion of a meeting must be closed if the following types of data are discussed:

- a. data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
- b. active investigative data collected or created by a law enforcement agency;
- c. educational data, health data, medical data, welfare data, or mental health data that are not public data; or
- d. an individual's personal medical records.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

- a. The school board may close a meeting:
 - (1) to determine the asking price for real or personal property to be sold by the school district;
 - (2) to review confidential or nonpublic appraisal data; and
 - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
- c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight years after the

date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.

- d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

- a. The school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.
- c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be tape recorded at the expense of the school district and the recording must be preserved for at least four years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the

record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Minn. Rules Part 5510.2810 (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W.2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993)
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)
[Dept. of Admin. Advisory Op. No. 13-009 \(March 19, 2013\)](#)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

Cross References: MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “C” (Minnesota’s Open Meeting Law)

206 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS AT SCHOOL BOARD MEETINGS AND DATA PRIVACY CONSIDERATIONS

I. PURPOSE

- A. The school board recognizes the value of participation by the public in deliberations and decisions on school district matters. At the same time, the school board recognizes the importance of conducting orderly and efficient proceedings, with opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school board to encourage discussion by citizens of subjects related to the management of the school district at school board meetings. The school board may adopt reasonable time, place and manner restrictions on public expression in order to facilitate free discussion by all interested parties.
- B. The school board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.

III. DEFINITIONS

- A. "Personnel data" means government data on individuals maintained because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer or an independent contractor.
- B. Personnel data on current and former employees that is "public" includes:

Name; employee identification number, which must not be the employee's social security number; actual gross salary; salary range; terms and conditions of employment relationship; contract fees; actual gross pension; the value and nature of employer paid fringe benefits; the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary; bargaining unit; job title; job description; education and training background; previous work experience; date of first and last employment; the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action; the final disposition of any disciplinary action as defined in Minn. Stat. § 13.43, Subd. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data

that would identify confidential sources who are employees of the public body; the terms of any agreement settling any dispute arising out of the employment relationship, including a superintendent buyout agreement, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money; work location; a work telephone number; badge number; work-related continuing education; honors and awards received; and payroll time sheets or other comparable data that are only used to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

- C. Personnel data on current and former applicants for employment that is "public" includes:

Veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, "finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.

- D. "Educational data" means data maintained by the school district which relates to a student.
- E. "Student" means an individual currently or formerly enrolled or registered in the school district, or applicants for enrollment, or individuals who receive shared time services.
- F. Data about applicants for appointments to a public body, including a school board, collected by the school district as a result of the applicant's application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence, except where the appointment has a residency requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; prior government service; and any data required to be provided or that is voluntarily provided in an application to a multimember agency pursuant to Minn. Sta. § 15.0597. Once an individual has been appointed to a public body, the following additional items of data are public: residential address and either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee; provided, however, any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

IV. RIGHTS TO PRIVACY

- A. School district employees have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:

1. right to a private hearing for teachers, pursuant to Minn. Stat. § 122A.40, Subd. 14 (Teachers Discharge Hearing);
 2. right to privacy of personnel data as provided by Minn. Stat. § 13.43 (Personnel Data);
 3. right to consideration by the school board of certain data treated as not public as provided in Minn. Stat. § 13D.05 (Not Public Data);
 4. right to a private hearing for licensed or nonlicensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract pursuant to Minn. Stat. § 122A.33, Subd. 3.
- B. School district students have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
1. right to a private hearing, Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing);
 2. right to privacy of educational data, Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA);
 3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363 (Minnesota Human Rights Act).

V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

The school board will strive to give all citizens of the school district an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place and manner restrictions. Among the rights available to the public is the right to access public data as provided by Minn. Stat. § 13.43, Subd. 2 (Public Data).

VI. PROCEDURES

A. Agenda Items

1. Citizens who wish to have a subject discussed at a public school board meeting are encouraged to notify the superintendent's office in advance of the school board meeting. The citizen should provide his or her name, address, the name of group represented (if any), and the subject to be covered or the issue to be addressed.
2. Citizens who wish to address the school board on a particular subject should identify the subject and identify agenda item(s) to which their comments pertain.

3. The school board chair will recognize one speaker at a time, and will rule out of order other speakers who are not recognized. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
4. The school board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the school board. If a group or organization wishes to address the school board on a topic, the school board reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.
5. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.
6. The school board chair shall promptly rule out of order any discussion by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.
7. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
8. Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient and fair opportunity for those present to be heard.

B. Complaints

1. Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.
2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the employee's supervisor or other official as designated in the school district policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the superintendent.
3. Unresolved complaints from Paragraph 1. of this section or problems concerning the school district should be directed to the superintendent's office.

4. Complaints which are unresolved at the superintendent's level may be brought before the school board by notifying the school board in writing.

C. Open Forum

The school board shall normally provide a specified period of time when citizens may address the school board on any topic, subject to the limitations of this policy. The school board reserves the right to allocate a specific period of time for this purpose and limit time for speakers accordingly.

The school board may decide to hold certain types of public meetings where the public will not be invited to address the school board. Possible examples are work sessions and board retreats. The public will still be entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the board.

D. No Board Action at Same Meeting

Except as determined by the school board to be necessary or in an emergency, the school board will not take action at the same meeting on an item raised for the first time by the public.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The school district is liable for damages, costs and attorneys' fees, and in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)
- B. A person who willfully violates data privacy is guilty of a misdemeanor. (Minn. Stat. § 13.09)
- C. In the case of an employee, willful violation constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §13.601, Subd.3 (Applicants for Appointment)
Minn. Stat. §13D.05 (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 122A.44 (Contracting with Teachers)
Minn. Stat. § 123B.02, Subd. 14 (Employees; Contracts for Services)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
Minn. Op. Atty. Gen. 852 (July 14, 2006)

Cross References: MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil
Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “C”
(Minnesota’s Open Meeting Law)
MSBA Service Manual, Chapter 13, School Law Bulletin “I” (School
Records – Privacy – Access to Data)

Adopted: _____

MSBA/MASA Model Policy 206

Orig. 1995

Revised: _____

Rev. ~~2015~~ 2017

206 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS AT SCHOOL BOARD MEETINGS AND DATA PRIVACY CONSIDERATIONS

I. PURPOSE

- A. The school board recognizes the value of participation by the public in deliberations and decisions on school district matters. At the same time, the school board recognizes the importance of conducting orderly and efficient proceedings, with opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school board is to encourage discussion by ~~citizens~~ persons of subjects related to the management of the school district at school board meetings. The school board may adopt reasonable time, place, and manner restrictions on public expression in order to facilitate free discussion by all interested parties.
- B. The school board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.

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- A. "Personnel data" means government data on individuals maintained because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer or an independent contractor.
- B. Personnel data on current and former employees that is "public" includes:

Name; employee identification number, which must not be the employee's social security number; actual gross salary; salary range; terms and conditions of employment relationship; contract fees; actual gross pension; the value and nature of employer paid fringe benefits; the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary; bargaining unit; job title; job description; education and training background; previous work experience; date of first and last employment; the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action; the final disposition of any disciplinary

action as defined in Minn. Stat. § 13.43, Subd. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the public body; the complete terms of any agreement settling any dispute arising out of the employment relationship, including a buyout agreement as defined in Minn. Stat. § 123B.143, Subd. 2, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money; work location; work telephone number; badge number; work-related continuing education; honors and awards received; and payroll time sheets or other comparable data that are only used to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

- C. Personnel data on current and former applicants for employment that is "public" includes:

Veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, "finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.

- D. "Educational data" means data maintained by the school district which relates to a student.

- E. "Student" means an individual currently or formerly enrolled or registered in the school district, or applicants for enrollment, or individuals who receive shared time services.

- F. Data about applicants for appointments to a public body, including a school board, collected by the school district as a result of the applicant's application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence, except where the appointment has a residency requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; prior government service; any data required to be provided or that is voluntarily provided in an application to a multimember agency pursuant to Minn. Stat. § 15.0597; and veteran status. Once an individual has been appointed to a public body, the following additional items of data are public: residential address; either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee; the first and last dates of service on the public body; the existence and status of any complaints or charges against an appointee; and, upon completion of an investigation of a complaint or charge against an appointee, the final investigative report unless access to the data would jeopardize an active investigation. Any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An

appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

IV. RIGHTS TO PRIVACY

- A. School district employees have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
1. right to a private hearing for teachers, pursuant to Minn. Stat. § 122A.40, Subd. 14 (Teachers Discharge Hearing);
 2. right to privacy of personnel data as provided by Minn. Stat. § 13.43 (Personnel Data);
 3. right to consideration by the school board of certain data treated as not public as provided in Minn. Stat. § 13D.05 (Not Public Data);
 4. right to a private hearing for licensed or nonlicensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract pursuant to Minn. Stat. § 122A.33, Subd. 3.
- B. School district students have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
1. right to a private hearing, Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing);
 2. right to privacy of educational data, Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA);
 3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363A (Minnesota Human Rights Act).

V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

The school board will strive to give all ~~citizens of the school district~~ persons an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place, and manner restrictions. Among the rights available to the public is the right to access public data as provided by Minn. Stat. § 13.43, Subd. 2 (Public Data).

VI. PROCEDURES

A. Agenda Items

1. ~~Citizens~~ Persons who wish to have a subject discussed at a public school

board meeting are encouraged to notify the superintendent's office in advance of the school board meeting. The citizen person should provide his or her name, address, the name of group represented (if any), and the subject to be covered or the issue to be addressed.

2. Citizens Persons who wish to address the school board on a particular subject should identify the subject and identify agenda item(s) to which their comments pertain.
3. The school board chair will recognize one speaker at a time and will rule out of order other speakers who are not recognized. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
4. The school board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the school board. If a group or organization wishes to address the school board on a topic, the school board reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.
5. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.
6. The school board chair shall promptly rule out of order any discussion by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.
7. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
8. Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient, and fair opportunity for those present to be heard.

B. Complaints

1. Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.

2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the employee's supervisor or other official as designated in the school district policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the superintendent.
3. Unresolved complaints from Paragraph 1. of this section or problems concerning the school district should be directed to the superintendent's office.
4. Complaints which are unresolved at the superintendent's level may be brought before the school board by notifying the school board in writing.

C. Open Forum

The school board shall normally provide a specified period of time when **citizens persons** may address the school board on any topic, subject to the limitations of this policy. The school board reserves the right to allocate a specific period of time for this purpose and limit time for speakers accordingly.

The school board may decide to hold certain types of public meetings where the public will not be invited to address the school board. Possible examples are work sessions and board retreats. The public will still be entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the board.

D. No Board Action at Same Meeting

Except as determined by the school board to be necessary or in an emergency, the school board will not take action at the same meeting on an item raised for the first time by the public.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The school district is liable for damages, costs and attorneys' fees, and, in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)
- B. A person who willfully violates data privacy or whose conduct constitutes the knowing unauthorized acquisition of not public data is guilty of a misdemeanor. (Minn. Stat. § 13.09)
- C. In the case of an employee, willful violation of the Minnesota data practices law, Chapter 13, and any rules adopted thereunder, including any action subject to a criminal penalty, constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.601, Subd. 3 (Applicants for Appointment)
Minn. Stat. § 13D.05 (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 122A.44 (Contracting with Teachers)
Minn. Stat. § 123B.02, Subd. 14 (Employees; Contracts for Services)
Minn. Stat. § 123B.143, Subd. 2 (Disclose Past Buyouts or Contract is Void)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
Minn. Op. Atty. Gen. 852 (July 14, 2006)

Cross References: MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “C” (Minnesota’s Open Meeting Law)
MSBA Service Manual, Chapter 13, School Law Bulletin “T” (School Records – Privacy – Access to Data)

211 CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT

I. PURPOSE

The purpose of this policy is to provide guidance as to the school district's position, rights, and responsibilities when a civil or criminal action is pending against the school district, or a school board member, school district employee or student.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that, when civil or criminal actions are pending against a school board member, school district employee, or student, the school district may be requested or required to take action.
- B. In responding to such requests and/or requirements, the school district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.
- C. The school district acknowledges its statutory obligations with respect to providing assistance to school board members and teachers who are sued in connection with performance of school district duties. Collective bargaining agreement and school district policies may also apply.

III. CIVIL ACTIONS

- A. Pursuant to Minn. Stat. § 466.07, Subd. 1, the school district shall defend and indemnify any school board member or school district employee for damages in school-related litigation, including punitive damages, claimed or levied against the school board member or employee, provided that he or she was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.
- B. Pursuant to Minn. Stat. §123B.25(b), with respect to teachers employed by the school district, upon written request of the teacher involved, the school district shall provide legal counsel for any school teacher against whom a claim is made or action is brought for recovery of damages in any tort action involving physical injury to any person or property or for wrongful death arising out of or in connection with the employment of the teacher with the school district. The school district will choose legal counsel after consultation with the teacher.

C. Data Practices

Educational data and personnel data maintained by the school district may be sought as evidence in a civil proceeding. The school district will release the data only pursuant to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, he or she is to inform the building administrator or designated supervisor, who shall immediately inform the superintendent or designee. No school board member or employee may release data without consultation in advance with the school district official who is designated as the authority responsible for the collection, use and dissemination of data.

D. Service of Subpoenas

It is the policy of the school district that its officers and employees will normally not be involved in providing service of process for third parties in the school setting.

E. Leave to Testify

Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with school district personnel policies and applicable collective bargaining agreements.

IV. CRIMINAL CHARGES OR CONDUCT

A. Employees

1. The school district expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.
2. If the school district receives information relating to activities of a criminal nature, by an employee, the school district will investigate and take appropriate disciplinary action, which may include discharge, subject to school district policies, statutes and provisions of applicable collective bargaining agreements.

B. Students

The school district has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. In order to further that interest, the school district will take appropriate action regarding students convicted of crimes that relate to the school environment.

C. Criminal Investigations

1. It is the policy of the school district to cooperate with law enforcement officials. The school district will make all efforts, however, to encourage law enforcement officials to question students and employees outside of school hours and off school premises unless there are extenuating circumstances or the matter being investigated is school-related, or as otherwise provided by law.
2. If such questioning at school is unavoidable, the school district will attempt to maintain confidentiality, to avoid embarrassment to students and employees and to avoid disruption of the educational program. The school district will attempt to notify parents of a student under age 18 that police will be questioning their child. Normally, the superintendent, principal, or other appropriate school official will be present during the interview, except as otherwise required by law (Minn. Stat. § 626.556, Subd. 10), or as otherwise determined in consultation with the parent or guardian.

D. Data Practices

The school district will release to juvenile justice and law enforcement authorities educational and personnel data only in accordance with Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) and 20 U.S.C. § 1232g (FERPA).

V. **STATEMENTS WHEN LITIGATION IS PENDING**

The school district recognizes that when a civil or criminal action is commenced or pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, school board members or school district employees shall make or release statements in that situation only in consultation with legal counsel.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 123B.25(b) (Actions Against Teachers)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Depriving Rights)
Op. Atty. Gen. 169 (Minn, Mar. 7, 1963)
Op. Atty. Gen. 169 (Minn, Nov. 3, 1943)
Dypress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308, 95 S.Ct. 992, 43 L.Ed.2d 214 (1975)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)

MSBA/MASA Model Policy 408 (Subpoena of a School District Employee)

MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Adopted: _____

MSBA/MASA Model Policy 211

Orig. 1995

Revised: _____

Rev. 2006

211 CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT

I. PURPOSE

The purpose of this policy is to provide guidance as to the school district's position, rights, and responsibilities when a civil or criminal action is pending against the school district, or a school board member, school district employee, or student.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that, when civil or criminal actions are pending against a school board member, school district employee, or student, the school district may be requested or required to take action.
- B. In responding to such requests and/or requirements, the school district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.
- C. The school district acknowledges its statutory obligations with respect to providing assistance to school board members and teachers who are sued in connection with performance of school district duties. Collective bargaining agreements and school district policies may also apply.

III. CIVIL ACTIONS

- A. Pursuant to Minn. Stat. § 466.07, Subd. 1, the school district shall defend and indemnify any school board member or school district employee for damages in school-related litigation, including punitive damages, claimed or levied against the school board member or employee, provided that he or she was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.
- B. Pursuant to Minn. Stat. §123B.25(b), with respect to teachers employed by the school district, upon written request of the teacher involved, the school district shall provide legal counsel for any school teacher against whom a claim is made or action is brought for recovery of damages in any tort action involving physical injury to any person or property or for wrongful death arising out of or in connection with the employment of the teacher with the school district. The school district will choose legal counsel after consultation with the teacher.

C. Data Practices

Educational data and personnel data maintained by the school district may be sought as evidence in a civil proceeding. The school district will release the data only pursuant to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, he or she is to inform the building administrator or designated supervisor, who shall immediately inform the superintendent or designee. No school board member or employee may release data without consultation in advance with the school district official who is designated as the authority responsible for the collection, use, and dissemination of data.

D. Service of Subpoenas

~~It is the~~ The policy of the school district is that its officers and employees will normally not be involved in providing service of process for third parties in the school setting.

E. Leave to Testify

Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with school district personnel policies and applicable collective bargaining agreements.

IV. CRIMINAL CHARGES OR CONDUCT

A. Employees

1. The school district expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.
2. If the school district receives information relating to activities of a criminal nature by an employee, the school district will investigate and take appropriate disciplinary action, which may include discharge, subject to school district policies, statutes, and provisions of applicable collective bargaining agreements.
3. Pursuant to Minn. Stat. § 123B.02, Subd. 20, if reimbursement for a criminal defense is requested by a school district employee, the school board may, after consulting with its legal counsel, reimburse the employee for any costs and reasonable attorney fees incurred by the employee to defend criminal charges brought against the employee arising out of the performance of duties for the school district. The decision as to whether to reimburse shall be made in the discretion of the school board. A school board member who is a witness or an alleged victim in the case may not

vote on the reimbursement. If a quorum of the school board is disqualified from voting on the reimbursement, the reimbursement must be approved by a judge of the district court.

B. Students

The school district has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. In order to further that interest, the school district will take appropriate action regarding students convicted of crimes that relate to the school environment.

C. Criminal Investigations

1. ~~It is the~~ The policy of the school district is to cooperate with law enforcement officials. The school district will make all efforts, however, to encourage law enforcement officials to question students and employees outside of school hours and off school premises unless there are extenuating circumstances or the matter being investigated is school-related, or as otherwise provided by law.
2. If such questioning at school is unavoidable, the school district will attempt to maintain confidentiality, to avoid embarrassment to students and employees and to avoid disruption of the educational program. The school district will attempt to notify parents of a student under age 18 that police will be questioning their child. Normally, the superintendent, principal, or other appropriate school official will be present during the interview, except as otherwise required by law (Minn. Stat. § 626.556, Subd. 10), or as otherwise determined in consultation with the parent or guardian.

D. Data Practices

The school district will release to juvenile justice and law enforcement authorities educational and personnel data only in accordance with Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) and 20 U.S.C. § 1232g (FERPA).

V. STATEMENTS WHEN LITIGATION IS PENDING

The school district recognizes that when a civil or criminal action is commenced or pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, school board members or school district employees shall make or release statements in that situation only in consultation with legal counsel.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 123B.02, Subd. 20 (Legal Counsel, Reimbursement)

Minn. Stat. § 123B.25(b) (Actions Against Teachers)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Depriving Rights)
Minn. Op. Atty. Gen. 169 (Mar. 7, 1963)
Minn. Op. Atty. Gen. 169 (Nov. 3, 1943)
Dypress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308, 95 S.Ct. 992, 43 L.Ed.2d 214 (1975)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 408 (Subpoena of a School District Employee)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)